

**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
NORTH BRUNSWICK COMMUNITY PARK TRAIL IMPROVEMENT PROJECT**

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 the following:

→ General engineering services in an amount not-to-exceed \$100,000.00,

Amendment 1

→ Professional services associated with Pulda Farm Walking Trail Project-Phase 2 in the amount of \$34,791.00,

Amendment 2

→ Professional services associated with Pulda Farm Walking Trail Project-Phase 3 in the amount of \$24,735.00 for a revised contract authorization amount of \$159,526.00

WHEREAS, approximately 20-years ago, the Township acquired 100 acres of undeveloped land along Route 130S, Block 148, Lot 103, known today as North Brunswick Community Park; and

WHEREAS, since becoming municipal property, the site has been developed as a park, which includes a 2.2-mile *gravel* walking trail that loops the perimeter; and

WHEREAS, in 2021, the Township received \$500,000.00 in Special Project Funding from Assemblyman Joe Danielsén's Office towards paving a section of the trail, to serve the greater community population, making it Stroller and Wheelchair Friendly; and

WHEREAS, municipal officials met with professionals from CME Associates, as the municipal engineer, to review the scope of work associated with this project; and

WHEREAS, CME Associates has been requested to provide a proposal for Design through Bid Phase Services for this project, known hereinafter as the North Brunswick Community Park Trail Improvements Project; and

WHEREAS, compensation for said services shall be based upon the March 23, 2022 proposal submitted by CME Associates, to be paid upon submission of monthly invoices, in the amount of \$27,754.00; and

WHEREAS, a recommendation is hereby made to authorize the work outlined within the proposal.

NOW, THEREFORE, BE IT RESOLVED on this 4th day of April 2022, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an amendment to the current agreement with CME Associates, to include professional services associated with the North Brunswick Community Park Trail Improvements Project, as part of the existing contract in the amount of \$27,754.00, for a revised contract authorization amount of \$187,280.00.

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 \$27,754.00 are available under Contract PRO22051 in existing Capital Ordinance 20-17 Account C-04-55-C20-210-903.

Cavel Gallimore
Chief Financial Officer

Eric Chaszar
Director of Public Works

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 April 4, 2022.

Lisa Russo
Township Clerk



PLAN

GRAPHIC SCALE



(IN FEET)
1 inch = 200 ft.

TOWNSHIP OF NORTH BRUNSWICK
MIDDLESEX COUNTY, NEW JERSEY
PRELIMINARY CONCEPT PLAN
FOR
COMMUNITY PARK TRAIL IMPROVEMENTS

Scale : 1" = 200'

Date: February 2022



CONSULTING AND MUNICIPAL ENGINEERS



To: Assemblyman Joe Danielsen
From: Justine Progebin, Business Administrator
CC: Ron Gordon, Esq. - Township Attorney
Francis Womack, III – Mayor
Pam Garofalo, Director of Policy and Legislation
Wayne Deboski, Office of Assemblyman Joe Danielsen

Re: **Assemblyman Danielsen – 2021 Grant Funding Request**
Deadline: Tuesday, April 20, 2021

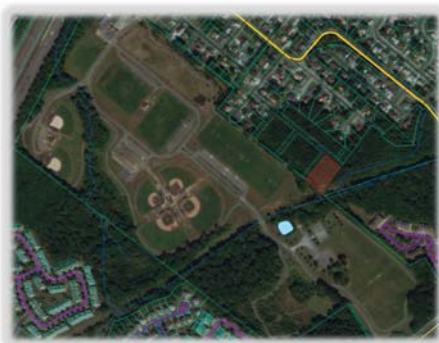
The Township can't thank you enough for assisting municipalities with financial assistance for projects. Below are a few projects in need of matching funds to get them over the finish line. We listed more than one for you to review and consider based on how you would best like to see funds spent.

Request for Consideration 1 - Agriculture & Rural Parkland Development

North Brunswick Community Park – pavement of walking trail project \$500,000 – 1 Year Construction

The 100 acres of land was acquired by the Township approximately 20-years ago and underwent the first major phase of construction about 15-years ago. There is still much potential this park can offer with some additional improvements.

Within the park there is a 2.2 mile moderately trafficked loop trail. This is primarily used for walking and running and is accessible year-round. Dogs are also able to use this trail but must be kept on leash. By paving the gravel path, the trail would then be available to serve the greater community population, by now being Stroller friendly, Wheelchair friendly and Kid friendly.



CURRENT FUND - ANTICIPATED REVENUES - (Continued)

SFY

GENERAL REVENUES	FCOA	Anticipated		Realized in Cash SFY* 2021
		SFY* 2022	SFY* 2021	
3. Miscellaneous Revenues - Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations (continued):				
	XXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXX
New Jersey Department of Transportation				
NJDOT - Ridgewood (Livingston to Newton)	10-800		555,000.00	555,000.00
NJDOT - Evelyn Avenue	10-800		566,900.00	566,900.00
NJDOT - Local Freight Impact - Corporate Road	10-800	365,000.00		
Cablevision PEG Access				
State BPU Acoustical Testing		250,502.85		
State Funding - Assemblyman Joe Danielson 17th District - Special Project Funding - NBCEP Walkway		500,000.00		
State Funding - Assemblyman Joe Danielson 17th District - Special Project Funding - Nob Valley			500,000.00	500,000.00
Cares Act - Issued by Middlesex County			62,502.30	62,502.30
Cares Act - Issued by Middlesex County			194,431.96	194,431.96
Cares Act - Issued by Middlesex County			161,463.74	161,463.74
Middlesex County - 2019-2020 Helping Hands			4,470.72	4,470.72
BPU - Clean Fleet Electronic Vehicle Program			9,500.00	9,500.00
<i>FY2021 At time of Adoption: \$638,229.91</i>				
<i>FY2021 State 159 Report \$1,715,164.28</i>				
<i>FY2021 Adopted + State Approved Report = \$2,353,394.19</i>				
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues		1,430,375.95	2,353,394.19	2,353,394.19



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

March 23, 2022
DRAFT

Ms. Justine Progebin
Business Administrator
Township of North Brunswick
710 Hermann Road
North Brunswick, NJ 08902

**RE: Proposal for Professional Services Associated with the
Community Park Trail Improvements
Block 148, Lot 103
Township of North Brunswick, Middlesex County
Our File No.: PNO00234.01**

Dear Ms. Progebin:

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 reconstruction of approximately 4,480-LF of existing aggregate trail with asphalt, and the construction of approximately 2,380-LF of new asphalt trail within the park proximate to the US Route 130 entrance, as indicated on the enclosed concept sketch. The trail improvements will provide a paved loop within this portion of Community Park and provide connections to Plymouth Road and Dillion Court for the residents within the adjacent developments. The trail improvements will also serve as paved access to the existing park amenities including the butterfly garden, dog park, cricket ground, and the memorial proximate to the detention pond.

The construction cost for these improvements has been preliminarily estimated at approximately \$515,000.00. Accordingly, it is anticipated that the interior portions of trail indicated on the enclosed sketch may need to be Alternate Items in the Contract in order to keep the construction cost within the available funding for the Project.



Ms. Justine Progebin
Re: Community Park Trail Improvements

March 23, 2022
Our File No. PNO00234.01
Page 2

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 COMMUNITY PARK TRAIL IMPROVEMENTS

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 along the trail shall be 30-feet wide in open areas and 50-feet wide within wooded areas, 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.



Ms. Justine Progebin
Re: Community Park Trail Improvements

March 23, 2022
Our File No. PNO00234.01
Page 3

TASK 2 – DESIGN PHASE

It is anticipated that the Bid Documents will provide the horizontal and vertical layout for the proposed trail improvements. 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 6,860 linear feet of trail;
- Trail vertical profile and cross sections;
- Preparation of an Engineer's Construction Cost Estimate for the proposed trail improvements; and
- Preparation of Specifications and Bid Documents.

It is not anticipated that the stormwater peak runoff rates will increase significantly on site as a result of the proposed asphalt trail. We anticipate that the increases will be de minimis and in conformance with §205-149(R)(2)(b) of the Township Stormwater Control Ordinance (SCO). However, the State Soil Erosion and Sediment Control review may require an offsite stability analysis in order to demonstrate that the de minimis increase in peak runoff will not have an impact on the downstream receiving drainage features. Our fee does not include costs associated with performing an offsite stability analysis, should these services be required we recommend that the Township budget an additional \$7,500.00 for said services which can be performed at our hourly rates upon request and receipt of authorization.

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 5G3 (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.



Ms. Justine Progebin
Re: Community Park Trail Improvements

March 23, 2022
Our File No. PNO00234.01
Page 4

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	\$7,030.00
Task 2 – Design Phase	\$13,326.00
Task 3 – Permitting Phase	\$5,137.00
Task 4 – Bid Phase	<u>\$2,261.00</u>
Total	\$27,754.00

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	4 Weeks
Township Review	2 Weeks
FSCD Permitting	4 Weeks
Final Bid Documents	2 Weeks
Advertisement for Bids	<u>3 Weeks</u>
Total	17 Weeks

SUMMARY

Our CME hourly rates shall be firm until January 1, 2023 after which they may be subject to re-negotiation. Invoices shall be paid within 30 days of presentation of same. In accordance with



Ms. Justine Progebin
Re: Community Park Trail Improvements

March 23, 2022
Our File No. PNO00234.01
Page 5

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 J. McClelland, PE, PP, CME
Township Engineer

MM/LP/JW/GO
Enclosures

cc: Michael Hritz, Director of Community Development