

**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 2023 TOWNSHIP CONSULTING ENGINEERING FIRM TO
INCLUDE SURVEY, DESIGN, PLAN SPECIFICATION, PERMIT APPLICATION AND
BID PHASE SERVICES FOR THE 2024 ROAD IMPROVEMENT PROGRAM**

WHEREAS, in January of 2023, pursuant to Resolution 4-1.23, CME Associates, of 3141 Bordentown Avenue, Parlin, NJ 08959, was authorized to provide engineering consulting services for calendar year 2023, 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 \$120,000.00; and

WHEREAS, the Department of Community Development is responsible for construction and improvements to various municipal streets, roads and curbing that make up the “Road Improvement Program”; and

WHEREAS, included within the Program are improvements to the water, sewer and/or stormwater distribution system lines as determined necessary; and

WHEREAS, municipal officials for the Department, have requested CME Associates to provide a proposal for services relating to the 2024 Road Improvements Program; and

WHEREAS, compensation for said services shall be based upon the January 5, 2023 proposal submitted by CME Associates, to be paid upon submission of monthly invoices, for an amount not-to-exceed \$398,244.00 with a revised contract amount of \$518,244.00 for the following scope of work:

Phase I	Lump Sum Fee of	\$353,866.00
Survey, Base Map Preparation Design, Plans and Specifications		
Phase II	Lump Sum Fee of	\$ 34,598.00
Soil Erosion and Sediment Control NJDOT/NJDEP Permits, Funding Agency Coordination and Limited Right of Way/Easement Acquisitions		
Phase III	Lump Sum Fee of	\$ 9,780.00
Bid Services		

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, Cavell Gallimore, Chief Financial Officer of the Township of North Brunswick, hereby certify that funds in the following account totaling \$398,244.00 are available under Contract PRO23059:

- \$300,000.00 are available in General Capital Ordinance 21-13 account C-04-55-C21-220-902,
- \$ 98,201.65 are available in Water Capital Ordinance 20-07 account C-06-55-C20-201-901,
- \$ 17.44 are available in Water Capital Ordinance 17-10 account C-06-55-C18-171-901, and
- \$ 24.91 are available in Water Capital Ordinance 18-13 account C-06-55-C19-181-901.

Cavell 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
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 January 17, 2023.

Lisa Russo
Township Clerk

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 5, 2023

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

**Re: Proposal for Professional Services for the
2024 Road Improvement Program
Our File No.: PNO00659.02**

Dear Mr. Hritz:

Thank you for considering our Firm for the above referenced work and allowing us to submit this proposal for Professional Services associated with improvements to Cozzens Lane, Earl Court, Hidden Lake Drive (Phase 2), Huron Road, Poplar Avenue, Princess Drive (Phase 2), and Wheeler Road.

INTRODUCTION

We have reviewed the scope of services for the Project, and we have visited the roadways in order to familiarize ourselves with the project limits.

We understand that the scope of the proposed improvements generally consists of the improvements to the above listed roadways including asphalt pavement milling and/or roadway excavation, the installation and/or removal and replacement of concrete curb, sidewalks and driveway aprons where necessary, furnishing and installation of stone subbase, dense graded aggregate base course, hot mix asphalt base course, hot mix asphalt surface course, storm drainage improvements, traffic striping and signage, maintenance and protection of traffic during the improvements, and associated work. Based upon the information provided by the Township the scope also includes water main replacement on Hidden Lake Drive and Huron Road.

The total construction cost for this Project has been preliminarily estimated at \$5,735,000.00, which is dependent on the actual magnitude of improvements deemed necessary during the design phase. Please find below an itemized breakdown of the estimated construction cost:

• 2024 Roadway Improvements (Non-funded roads)	\$1,307,000.00
• Poplar Avenue (Alternate Road)	\$654,000.00
• Huron Road (FY 2022 Municipal Aid - \$596,840.00)	\$830,000.00
• Wheeler Road (FY 2023 Municipal Aid - \$557,505.00)	\$1,210,000.00
• 2024 Water Improvements	\$1,644,000.00
• Cozzens Lane Sidewalk Improvements	\$90,000.00



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Our proposal has considered the elements of the work outlined at our previous meetings, and our Firm has the capabilities of providing the necessary Land Surveying and Engineering Services associated with the Project.

Please note that Wheeler Road may be included in next year's Project depending upon available funds.

SURVEY, BASE MAPPING, DESIGN, PERMITTING AND BIDDING PHASE FOR THE 2024 ROAD IMPROVEMENT PROGRAM

We anticipate that the Professional Services associated with the 2024 Road Improvement Program will consist of the necessary Topographic and Right-of-Way Survey, Base Mapping, Design, Permitting and Plan and Specification Preparation Services for the following:

- The installation of curb and sidewalk on the south side of Cozzens Lane between Delta Court and Wedgewood Drive;
- Resurfacing and partial reconstruction of Earl Court for the entire length;
- Resurfacing and partial reconstruction of Hidden Lake Drive from Nathan Drive to the first intersection of Upper Brook Drive;
- Resurfacing and partial reconstruction of Huron Road from Jersey Avenue (NJ Route 91) to Axel Avenue;
- Resurfacing and partial reconstruction of Poplar Avenue for the entire length;
- Resurfacing and partial reconstruction of Princess Drive from the pavement joint of Princess Drive Phase 1 to a branch of Six Mile Run; and
- Reconstruction of Wheeler Road for the entire length.

Additionally, we anticipate providing individual curb ramp details for proposed curb ramps throughout the project limits. Curb ramp details will be prepared at a suitable scale to provide ADA conforming curb ramps.

Based on the Township's existing "Pavement Management System", it should be noted that the following construction items are anticipated for the respective street classification:

- a) Reconstruction: Removal of the existing roadway, curb, sidewalk and driveway aprons and replacement of same and drainage improvements.
- b) Resurfacing and partial reconstruction: Mill and overlay of the entire roadway. Where necessary, areas of curb replacement, sidewalk and driveway apron restoration, base repair, and minor drainage improvements will be included.



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- c) Mill and overlay: Mill and overlay of the entire roadway. Where necessary, spot curb replacement. No drainage improvements are anticipated.

PHASE I DESIGN

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 four (4) 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 a Topographic Plan showing natural and manmade features, including: existing above and, where possible, underground utilities, survey baseline (traverse line), spot elevations and contours at an interval of 1.00-foot within and adjacent to the project limits only. Topographic Plan will be compiled from field locations and edits. Plan will be drafted at a scale of 1" = 30'. The bandwidth shall not exceed 10-feet beyond the right-of-way line, if accessible.
- C. As-builts of existing utilities will be prepared, if and where necessary, to support the design process.
- D. Base Maps are 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.
- E. Boundary Surveys required for the establishment or re-establishment of Right-of-Way, municipal, or property lines are excluded under this Proposal, except in those areas where easements are anticipated.
- F. Post construction record drawings are excluded under this Proposal.
- G. Traffic protection/control, if required, will be requested from the Township.



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TASK 2 – DESIGN OF IMPROVEMENTS/PLAN AND SPECIFICATION PREPARATION

With regard to the Design Phase for the Project, we anticipate meeting with Representatives of the Township prior to commencing the design phase in order to review the project schedule and other preliminary issues. All roads will be prepared in Plan and Profile format. Specifications will be based on the latest NJDOT Standard Specifications for Road and Bridge Construction.

In addition to the Pre-design Meeting, we anticipate meeting with Representatives of the Township when the Plans are 75% complete. The Plans will be revised to comply with Township comments, and Preliminary Cost Estimates will be submitted for Township review at the 75% complete meeting.

PHASE I COST PROPOSAL

Accordingly, based upon the above outlined Scope of Services, we find that the necessary Surveying, Base Map Preparation, Design, Plan and Specification Preparation Services can be provided for the lump sum fee indicated below based upon the following breakdown:

Task 1 – Surveying and Base Map Preparation	\$48,715.00
Task 2 – Design, Plans and Specifications	<u>\$305,151.00</u>
Phase I Subtotal	\$353,866.00

PHASE II PERMIT AND LIMITED RIGHT OF WAY/EASEMENT ACQUISITIONS

Concerning the Permit Acquisition Phase of the Project, we anticipate submitting a complete application for each of the permits outlined below, and our Scope of Services will include one (1) plan revision to comply with review agency comments. In addition, we will submit the required application fees, and we understand the Township will reimburse these expenses to CME separate from this Contract.

TASK 1 - 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 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.



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TASK 2 – NJDOT PERMITS

We anticipate obtaining the required Utility Opening Permit from the New Jersey Department of Transportation in accordance with the above Scope of Services. At this time, we anticipate the preparation of one (1) Utility Opening Permit application for the following intersection:

- Huron Road & Jersey Avenue (NJ Route 91) (Water)

TASK 3 – NJDEP PERMITS

We anticipate obtaining approval from the Bureau of Water System Engineering (BWSE) of the New Jersey Department of Environmental Protection for the replacement of the existing water mains, if required, in accordance with the above Scope of Services.

TASK 4 – FUNDING AGENCY COORDINATION

We anticipate submitting final plans, specifications, construction cost estimates, design certifications and design exceptions for Huron Road in accordance with NJDOT State Aid guidelines for approval prior to bidding the Project.

TASK 5 - LIMITED RIGHT OF WAY/EASEMENT ACQUISITIONS

During the Design Phase of the Project limited Right of Way/Easement acquisitions may be deemed necessary to accommodate the proposed roadway design improvements and/or drainage improvements. For the purpose of this Proposal we have anticipated a maximum of six (6) Right of Way/Easement acquisitions.

PHASE II COST PROPOSAL

Accordingly, based upon the above outlined Scope of Services, we find that the necessary Permit Application and Plan Preparation Services associated with the above Phase II tasks can be provided for the lump sum fee indicated below based upon the following breakdown:

Task 1 – Soil Erosion and Sediment Control Plan Certification	\$5,600.00
Task 2 – NJDOT Permits	\$3,740.00
Task 3 – NJDEP Permits	\$6,125.00
Task 4 – Funding Agency Coordination	\$6,704.00
Task 5 – Limited Right of Way/Easement Acquisitions	<u>\$12,429.00</u>
Phase II Subtotal	\$34,598.00



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PHASE III BID PHASE SERVICES

We anticipate that Bid Phase Services will generally include the furnishing of 20 sets of Plans and Specifications prior to Advertisement for Bids, coordination with prospective Bidders during the Bid Period, issuance of any Addenda required, attendance at the Bid Opening, and the preparation of a Report recommending Award of the Project.

PHASE III COST PROPOSAL

Accordingly, based upon the above outlined Scope of Services, we find that the necessary Bid Phase Services can be provided for the lump sum fee indicated below based upon the following breakdown:

Phase III Subtotal	<u>\$9,780.00</u>
Phase I, II & III Total	\$398,244.00

SCHEDULE

Based upon the above Scope of Services and an authorization for design on January 9, 2023, we estimate the schedule for the Project to be as follows:

Complete Survey and Base Mapping	Monday	Apr. 3, 2023
NJDOT Local Aid Submission (Huron Road)	Friday	May 12, 2023
Preliminary Design Plans & Specifications	Friday	June 2, 2023
NJDOT Local Aid Review Period (30 Days)	Monday	June 12, 2023
Township Review	Friday	June 16, 2023
Final Design	Friday	June 23, 2023
Authorization to Advertise for Bids	Monday	June 26, 2023
Advertise for Bids	Thursday	June 29, 2023
Receive Bids	Thursday	July 20, 2023
Award	Monday	Aug. 7, 2023*

* The NJDOT Local Aid Funding Grant Deadline for Award of Huron Road is October 21, 2023

SUMMARY

Our hourly rates shall be firm until January 1, 2024 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



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currently 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.

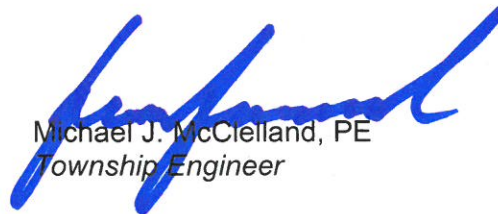
Our Proposal does not include subsurface investigations or the preparation of permits other than those listed that may be required for the proposed Project. Only limited Right of Way / Easement acquisitions are included in this Proposal, if required, for minor improvements outside of the public Right-of-Way.

Our services do not include downstream storm sewer capacity analyses, offsite stability analyses, or the evaluation of the condition of the existing sanitary sewer, storm drainage and/or water systems within the project area or for the design of new facilities unless indicated in this Scope of Services. Should it be determined that the same is necessary; we will perform said services based upon our hourly rates subject to authorization from the Township.

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

Very truly yours,

CME ASSOCIATES



Michael J. McClelland, PE
Township Engineer

MM:JW:GO:pb

Enclosures

cc: Justine Progebin, Business Administrator