

**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  
CONSTRUCTION ADMINISTRATION AND RECORD DRAWING SERVICES  
FOR THE 2023 ROAD 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 the following:

- 2023 Authorization → General engineering services in an amount not-to-exceed \$120,000.00,
- Amendment 1 → Professional services associated with the Design through Bid Phase for the 2024 Road Improvements Program with an amount of \$398,244.00,
- Amendment 2 → Professional services associated with an evaluation of the stormwater system in the vicinity of the Municipal Complex along Hermann Road in an amount not-to-exceed \$37,880.00,
- Amendment 3 → Professional services associated with the design of a new outside foundation slab for the replacement chillers and to investigate possible settlement of the exterior free-standing wall in an amount not-to-exceed \$39,900.00, and
- Amendment 4 → Professional services associated with an initial scoping and evaluation of the basement slab using Ground Penetrating Radar (“GPR”) technology in an amount not-to-exceed \$9,990.00.
- Amendment 5 → Professional services associated with preparation of bid documents for an extension of the exterior rear stair wall of the Municipal Complex in the amount of \$29,975.00, for a revised contract authorization amount of \$635,989.00.

**WHEREAS**, the Department of Community Development is responsible for construction and improvements of various municipal streets, roads and curbing; and

**WHEREAS**, Michael C. Hritz, the Director of Community Development, has requested additional services under the contract with CME Associates to include Construction Phase Services for the 2023 Road Program; and

**WHEREAS**, compensation for said services shall be based upon the May 9, 2023 proposal submitted by CME Associates, to be paid upon submission of monthly invoices, for an amount not-to-exceed \$265,000.00, with a revised contract amount of \$900,989.00; and

WHEREAS, the engineering services for this project will be funded from existing capital ordinances.

NOW, THEREFORE, BE IT RESOLVED on this 30<sup>th</sup> day of May 2023, 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 Construction Phase Services for the 2023 Road Program, based upon the May 9, 2023 proposal, for an amount not-to-exceed \$265,000.00, with a revised contract amount of \$900,989.00.

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, Cavell Gallimore, Chief Financial Officer of the Township of North Brunswick, certify that funds in the following accounts totaling \$265,000.00 are available under Contract PRO23051:

- \$186,799.02 are available in Capital Ordinance 21-13 account C-04-55-C21-220-902,
- \$ 38,200.98 are available in Capital Ordinance 22-08 account C-04-55-C22-220-902, and
- \$ 40,000.00 are available in Water Capital Ordinance 20-07 account C-06-55-C20-201-901.

\_\_\_\_\_  
Cavell Gallimore  
Chief Financial Officer

\_\_\_\_\_  
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 May 30, 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

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  
KEITH CHIARAVALLA, PE, CME

May 09, 2023

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

**Re: Township of North Brunswick  
Proposal for Construction Phase Services and Record Drawings  
2023 Road Improvement Program  
Our File No.: PNO0656.06**

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 the Construction Phase Services and Record Drawings for the 2023 Road Improvement Program.

Our Proposal has considered all the elements of the work and our Firm has the capabilities of providing the necessary Construction Phase services associated with the project.

At this time, we understand that the Township requires the following Construction Phase services:

- Assist the Township in arranging and conducting a pre-construction meeting with the Contractor, Utility Companies, and Township Representatives.
- Receive, review, and approve as applicable, shop drawings and other submittals from the Contractor.
- Perform on-site observation and verify the Contractor is providing all labor, materials, and equipment necessary to construct new water services and storm sewers or relocate existing water services and storm sewers at the locations indicated on the Plan, or as directed, and as detailed in the applicable sections of the Specifications. Perform on-site observation and verify the Contractor is furnishing all necessary adapters, connections, and fittings to connect new or relocated services and storm sewers to the existing building services and storm sewers.
- Measure pay items of work for the Contractor's monthly estimates. Prepare monthly estimates of payment to the Contractor and determine the amount owed to the Contractor, including the measurement and/or calculation of quantities involved and review Contractor requests for payment in such amounts on the basis that work has progressed to the point indicated and that the quality of work is in accordance with the construction contract documents.



Mr. Michael Hritz – Director of Community Development  
North Brunswick Township  
Re: 2023 Road Improvement Program

May 09, 2023  
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- Participate in the final observation of the completed work. Measure pay items of work, and prepare the final estimate of payment to the Contractor and closeout documents.

CME will provide the above Scope of Services for the following roads:

1. **Corporate Road (NJDOT Funded L.F.I.F. 2021)** – The improvements generally consists of the removal and replacement of concrete curb, roadway base repair, partial reconstruction of the roadway on select areas, bituminous and concrete driveway aprons replacement as required, rail road crossing pavement treatment and the installation of asphalt surface course and pavement marking.
2. **Evelyn Avenue (NJDOT Funded Municipal Aid 2021)** – The improvements generally consist of the installation of storm drainage improvements, reconstruction of the roadway including the installation of concrete curb, required driveway and lawn restoration, stone sub-base, asphalt base and surface courses.
3. **Washington Place** – The improvements generally consist of the replacement of the existing water main and services, storm drainage improvements, replacement concrete curb, restoration of driveway aprons as required, existing pavement repairs and reconstruction on select areas and the installation of asphalt surface course and pavement marking.

#### COST PROPOSAL

We will provide the Construction Phase Services based upon our hourly rate schedule on file with the Township for a cost not to exceed \$265,000.00. It should be noted that Construction Phase Services are based on an estimated construction period of 210 calendar days for substantial completion and 270 days for Final Completion, and includes the road improvements, sanitary sewer and water system replacement improvements as listed herein. Should the construction time for Substantial Completion exceed 210 calendar days due to the performance of the Contractor or unforeseen circumstances, we will provide the necessary supplemental Construction Phase Services based upon our hourly rates.

Record Drawings of the improvements as proposed in the design documents will be prepared utilizing existing horizontal and vertical control established during the design of the project. Record Drawings will be limited to the location, configuration and elevations of the proposed sanitary, storm and water systems based upon the design within the project area. The Record Drawings shall consist of "red-line" strikeout drawings of the original Construction Plans. The electronic survey data will be provided on a compact disk in a format compatible with the Township's existing GIS.



Mr. Michael Hritz – Director of Community Development  
North Brunswick Township  
Re: 2023 Road Improvement Program

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The hourly rates upon which this proposal is based shall be firm until January 1, 2024 after which they may be subject to re-negotiation.

Thank you again for permitting our firm to submit this proposal and we look forward to continuing to serve the Township of North Brunswick.

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

Very truly yours,

  
Michael J. McClelland, P.E.  
Township Engineer

LP/DS/JW/pb

Enclosure

cc: Justine Progebin - Business Administrator