

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK  
AUTHORIZING AN AMENDMENT TO  
THE PROFESSIONAL SERVICE AGREEMENT WITH  
CME ASSOCIATES APPOINTED AS THE 2024  
TOWNSHIP CONSULTING ENGINEERING FIRM TO INCLUDE  
DESIGN THROUGH BID PHASE SERVICES FOR THE 2025 ROAD PROGRAM**

**WHEREAS**, in January 2024, pursuant to Resolution 10-1.24, CME Associates, of 3141 Bordentown Avenue, Parlin, NJ 08959, was authorized to provide engineering consulting services for calendar year 2024, as awarded under a fair and open contract process, in accordance with the provisions of N.J.S.A. 19:44A-20.1 et seq.; and

**WHEREAS**, the current agreement with CME Associates includes the following:

- Orig • General engineering services in an amount not to exceed \$120,000.00;
- CO1 • Professional services associated with Supplemental Design through Bid Phase for the 2024 Road Improvements Program / Seneca Road, in the amount of \$166,038.00;
- CO2 • Professional services associated with assistance in the Tier A MS4 Stormwater Permit renewal application, including mapping as outlined in the proposal, in the amount of \$25,000.00;
- CO3 • Professional services associated with assistance in the Design and Bid Phase Services for the DPW Fueling Facility Project, in an amount not to exceed \$127,433.00;
- CO4 • Professional services associated with Construction Phase Services for the 2024 Road Program, in an amount not to exceed \$390,000.00;
- CO5 • Professional services associated with the 2025 Road Feasibility Study, in an amount not to exceed \$10,821.00, resulting in a revised contract amount of \$839,292.00; and

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

**WHEREAS**, the Department has requested CME Associates to provide a proposal for services relating to the 2025 Road Improvements Program; and

**WHEREAS**, compensation for said services shall be based upon the August 16, 2024 proposal submitted by CME Associates, to be paid upon submission of monthly invoices, in an amount not to exceed \$397,367.00, for professional services associated with the 2025 Road Program—Design through Bid phases, with a revised contract amount of \$1,236,659.00; and

**NOW, THEREFORE, BE IT RESOLVED**, on this 21st day of October 2024, that the Township Council of the Township of North Brunswick hereby authorizes the Mayor to execute, and the Township Clerk to witness, an amendment to the current agreement with CME Associates to include Design through Bid Phase Services for the 2025 Road Program, for an amount not-to-exceed \$397,367.00, with a revised contract amount of \$1,236,659.00.

**BE IT FURTHER RESOLVED**, that notice of this action shall be published in the Home News & Tribune, as required by law, within 10 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 \$397,367.00 are available under Contract PRO24068:

\$237,219.02 are available in Capital Ord 23-16 Account C-04-55-C23-233-902,  
\$ 2,140.00 are available in Capital Ord 20-17 Account C-04-55-C20-210-902; and  
\$158,007.98 are available in Water Capital Ord 21-17 Account C-04-55-C21-211-901.

\_\_\_\_\_  
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
MEHTA				
GUADAGNINO				
CHEDID				
DAVIS				
SOCIO				
HUTCHINSON				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of North Brunswick at a meeting duly held on October 21, 2024.

\_\_\_\_\_  
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 CHIARAVALLO, PE, CME

August 16, 2024

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  
2025 Road Improvement Program  
Our File No.: PNO00662.02**

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, Halsey Road, Harding Avenue, Hobart Road, Larch Drive, Miriam Street, Princess Drive (Phase 3), Redwood Road, and Seneca 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 Halsey Road, Harding Avenue, Hobart Road, Miriam Street, and Seneca Road.



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The total construction cost for the 2025 Road Improvement Program has been preliminarily estimated at \$5,208,700.00, 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:

• 2025 Roadway Improvements (Non-funded roads)	\$2,359,000.00
• Seneca Road Improvements (FY 2024 Municipal Aid - \$441,440.00)	\$1,387,700.00
• 2025 Water Improvements	\$797,000.00
• Seneca Road Water Improvements	\$483,000.00
• Cozzens Lane (Sidewalk Improvements – Phase II)	\$182,000.00

It should be noted that Halsey Road is anticipated to be bid under the 2026 Road Improvement Program. Accordingly, fees associated with the permitting, funding agency coordination, and bid phase services for Halsey Road are excluded from this proposal. The total construction cost for the improvements to Halsey Road have been preliminarily estimated at \$2,018,000.00, 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:

• Halsey Road Improvements (FY 2025 Municipal Aid - TBD)	\$1,396,000.00
• Halsey Road Water Improvements	\$622,000.00

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.

It should be noted that the survey, basemap preparation, design, and plan preparation services for Seneca Road are provided under our previous authorization for Seneca Road Improvements. Services associated with the permitting, funding agency coordination, and bid phase services were excluded under the previous authorization, and accordingly same are included herein.



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SURVEY, BASE MAPPING, DESIGN, PERMITTING AND BIDDING PHASE FOR THE 2025 ROAD IMPROVEMENT PROGRAM

We anticipate that the Professional Services associated with the 2025 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 Wedgewood Drive and Noah Drive.
- Reconstruction of Halsey Road for the entire length;
- Resurfacing and partial reconstruction of Harding Avenue for the entire length;
- Reconstruction of Hobart Road for the entire length;
- Resurfacing and partial reconstruction of Larch Drive for the entire length;
- Resurfacing and partial reconstruction of Miriam Street from Wood Avenue to Washington Place;
- Resurfacing and partial reconstruction of Princess Drive from the pavement joint of Princess Drive Phase 2 to terminus; and
- Resurfacing and partial reconstruction of Redwood 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.
- c) Mill and overlay: Mill and overlay of the entire roadway. Where necessary, spot curb replacement. No drainage improvements are anticipated.



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## 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	\$49,133.00
Task 2 – Design, Plans and Specifications	<u>\$303,368.00</u>
<b>Phase I Subtotal</b>	<b>\$352,501.00</b>

## 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) Permit application for the following intersection:

- Seneca Road & Lincoln Highway (NJ Route 27)

#### 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 Seneca 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. It is anticipated that right of way acquisitions or easements will be needed for the Cozzens Lane sidewalk improvements. For the purpose of this Proposal we have anticipated a maximum of six (6) Right of Way/Easement acquisitions.





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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	\$4,552.00
Task 2 – NJDOT Permits	\$3,716.00
Task 3 – NJDEP Permits	\$6,734.00
Task 4 – Funding Agency Coordination	\$6,932.00
Task 5 – Limited Right of Way/Easement Acquisitions	<u>\$13,082.00</u>

**Phase II Subtotal** **\$35,016.00**

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** **\$9,850.00**

**Phase I, II & III Total** ..... **\$397,367.00**



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### SCHEDULE

Based upon the above Scope of Services and an authorization for design on September 3, 2024, we estimate the schedule for the Project to be as follows:

Complete Survey and Base Mapping	Tuesday	Nov. 12, 2024
Preliminary Design Plans & Specifications	Tuesday	Feb. 11, 2025
Township Review	Tuesday	Feb. 18, 2025
NJDOT Local Aid Submission (Seneca Road)	Friday	Feb 21, 2025
NJDOT Local Aid Review Period (30 Days)	Friday	Mar. 21, 2025
Final Design	Friday	Mar. 28, 2025
Authorization to Advertise for Bids	Monday	Apr. 7, 2025
Advertise for Bids	Thursday	Apr. 10, 2025
Receive Bids	Thursday	Apr. 24, 2025
Award	Monday	May 5, 2025

\* The NJDOT Local Aid Funding Grant Deadline for Award of Seneca Road is October 31, 2025

### SUMMARY

Our hourly rates shall be firm until January 1, 2026 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 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.



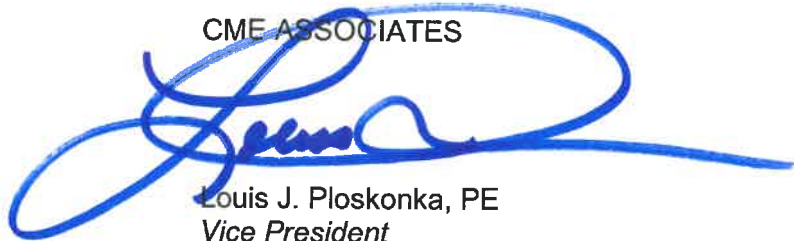
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Our services do not include downstream storm sewer capacity analyses, offsite stability analyses, or the evaluation of the condition of the existing sanitary sewer, storm drainage and/or water systems within the project area or for the design of new 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



Louis J. Ploskonka, PE  
*Vice President*

LP:GO:JW:pb:jc

Enclosures

cc: Justine Progebin, Business Administrator