



**Consulting & Municipal
ENGINEERS**

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April 30, 2025

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

**Re: Proposal for Professional Services for the
Construction Phase of the Department of Public Works Fuel Facility
Our File No.: 115.NO00524.P02**

Dear Ms. Progebin,

Thank you for considering our Firm for the above referenced work and allowing us to submit this proposal for Construction Phase Services associated with the Department of Public Works Fuel Facility.

Our Proposal has considered all the elements of the work and our Firm has the capabilities of providing the necessary services associated with the Project

INTRODUCTION

We understand that the Scope of Work for the proposed Project includes Professional Services for the Construction Phase Services of the Department of Public Works Fuel Facility. The Project generally consists of the construction of above ground fuel storage tanks, fuel dispensing equipment, a canopy for the dispensing equipment, monitoring equipment and associated site work.

Our proposal has considered the elements required to provide the Construction Phase Services and our Firm has the capabilities of providing the necessary engineering and field observation services associated with the Project.

CONSTRUCTION PHASE SERVICES

We will provide the following services in conjunction with this phase of the Project:

- Assistance in preparation of formal contract documents for the award of contracts.

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NJ CERTIFICATE OF AUTHORIZATION NO. 24GA28359000
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- 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 during critical activities and verify the Contractor is providing all labor, materials, and equipment necessary to construct the improvements at the locations indicated on the Plan, or as directed, and as detailed in the applicable sections of the Specifications.
- 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.
- Prepare Record Drawings for this work. 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 facilities. The Record Drawings shall consist of "red-line" strikeout drawings of the original Construction Plans.
- Arrange and attend Project meetings with Contractors and the Township.
- 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.

Cost Proposal

Our Firm has the capabilities of providing the necessary engineering and field observation services associated with the Project and we have estimated the cost for said services based upon the required tasks and the anticipated contract completion time.

Accordingly, we find that the necessary construction office engineering and field observation can be provided for an estimated cost not to exceed **\$189,422.00**.



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It should be noted that this figure is based on an estimated construction period and part-time on-site observation. On-site observation will be performed as requested by the Township. Should the level of effort required for the Construction Phase Services exceed the figure above due to an increase in contract duration, unforeseen circumstances or due to contractor activities, we will provide the necessary supplemental Construction Phase Services based upon our hourly rates.

SUMMARY

Our hourly rates shall be Firm until January 1, 2026 after which they may be subject to re-negotiation. In accordance with State requirements, the Township of North Brunswick has our Affirmative Action Statement and Business Registration Certificate on file.

Fees for laboratory testing services are not included. Should they be required during construction, we will contact the Township prior to proceeding.

Thank you for permitting our Firm to submit this proposal and we look forward to continuing to serve the Township. Should you have any questions concerning this matter, please do not hesitate to contact this office.

Very truly yours,
CME ASSOCIATES

James C. Watson, P.E., PTOE
Township Engineer's Office

KC/mb

cc: Steven R. Bloyed, Director of Public Works