

**A RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2025  
PROFESSIONAL SERVICES AGREEMENT WITH T&M ASSOCIATES  
FOR SERVICES RELATED TO REPLACEMENT OF THE  
IRRIGATION SYSTEM AT THE MUNICIPAL COMPLEX**

**WHEREAS**, the Township would like to replace the existing irrigation system that was damaged during the reconstruction of the facility; and

**WHEREAS**, at the Township's request, T&M Associates provided a proposal dated February 26, 2025, for professional services, including irrigation design, plumbing and electric design, preparation of bid specifications, and procurement assistance, for the proposed replacement project at the Municipal Building; and

**WHEREAS**, in January 2025, pursuant to Resolution 14-1.25, T&M Associates (located at 11 Tindall Road, Middletown, NJ 07748) was authorized to provide Mechanical Engineering Services for calendar year 2025, under a fair and open contract process in accordance with N.J.S.A. 19:44A-20.1 et seq.; and

**WHEREAS**, the 2025 Professional Services Agreement (PSA) with T&M Associates includes the following authorizations in an amount not to exceed \$111,900.00:

- General mechanical engineering services in an amount not-to-exceed \$10,000.00; and
- Resiliency Center Project at the Municipal Complex for a not-to-exceed \$101,900.00

**WHEREAS**, compensation for the services outlined in the February 26, 2025, proposal shall be based on submitted monthly invoices, in an amount not-to-exceed \$13,500.00; and

**NOW, THEREFORE, BE IT RESOLVED**, on this 3rd day of March 2025, that the Township Council of the Township of North Brunswick hereby authorizes an amendment to the current agreement with T&M Associates to include professional services associated with replacing the existing irrigation system at the Municipal Complex, in an amount not-to-exceed \$13,500.00, for a revised total contract authorization of \$125,400.00. The Mayor is authorized to execute this amendment, and the Township Clerk shall attest to the same.

**BE IT FURTHER RESOLVED**, that notice of this action shall be published in the Home News & Tribune as required by law within ten (10) days of its passage.

**CERTIFICATION**

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick, hereby certify that funds in the following account totaling \$13,500.00 are available under Contract PRO25042:

\$13,500.00 are available in Trust Account D-33-56-850-005-001.

\_\_\_\_\_  
Cavel Gallimore  
Chief Financial Officer

\_\_\_\_\_  
Steven Bloyed  
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
CHEID				
HUTCHINSON				
MEHTA				
DAVIS				
SOCIO				
GUADAGNINO				
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 March 3, 2025.

\_\_\_\_\_  
Lisa Russo  
Township Clerk



NBRUOH-25011

February 26, 2025

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

**RE: NORTH BRUNSWICK MUNICIPAL BUILDING  
IRRIGATION SYSTEM REPLACEMENT  
PROFESSIONAL ENGINEERING SERVICES**

Dear Ms. Progebin:

We are pleased to submit this Proposal for Professional Engineering Services for the North Brunswick Municipal Building Irrigation System Replacement project.

#### **BACKGROUND**

It is our understanding that the Township would like to replace the existing irrigation system that was damaged during the reconstruction of the facility. We also understand that a new backflow preventer and tie into the domestic water system will be required since the existing system's connection was removed during the elevator modernization project.

More specifically T&M will provide the following services.

#### **SCOPE OF SERVICES**

##### **I. DESIGN SERVICES**

###### **1. Project Management and Administration**

- A. Setup of AutoCAD backgrounds provided by the Township's architect, for use in preparing our design.
- B. Attendance of two (2) meetings to review our 50% and 90% construction documents with the Township.
- C. Miscellaneous telephone calls and correspondence.
- D. Preparation of a construction cost estimate based on our 90% construction documents set.
- E. Preparation of required deliverables.
- F. Respond to review comments from the Authority Having Jurisdiction (AHJ) as required to facilitate approvals related to our design.

###### **2. Irrigation Design**

- A. Preparation of a schematic irrigation plan.
- B. Preparation of irrigation performance specifications in drawing format.



### 3. Plumbing

- A. Site visit(s) as required to document the existing conditions as they relate to this project.
- B. Design of and new backflow preventer and tie into the existing domestic water system.
- C. Preparation of construction documents and specifications in drawing format.

### 4. Electrical

- A. Site visit(s) as required to document the existing conditions as they relate to this project.
- B. Design of power and circuitry for the sprinkler system control panel.
- C. Preparation of construction documents and specifications in drawing format. for

## II. **BIDDING ASSISTANCE**

1. Preparation of front-end bidding specifications.
2. Preparation of a pre-bid meeting agenda and sign-in sheet.
3. Attendance at a pre-bid meeting/site walkthrough to review the scope with potential bidders.
4. Respond to bidder's written requests for information (RFI's) during bidding and preparation of addenda if required.
5. Review of bids received and preparation of a letter of recommendation.

## **INFORMATION TO BE PROVIDED BY THE CLIENT/OWNER**

1. AutoCAD floor plans of the building, to be provided by the Township's architect.
2. Relevant as-built and record documents.
3. Access to the site as/when required.
4. Required application and permit fees.

## **EXCLUSIONS**

The estimated fee indicated is based upon the following items being excluded from our Scope of Work. Note that should these services be requested, we will be pleased to provide them as additional services for either lump sum fees or on a time and material basis in accordance with the previously agreed upon Schedule of Hourly Billing Rates.

1. Services not specifically listed are not included.
2. Full time construction management services.
3. Mechanical, Fire Protection, Structural, Environmental, Geotechnical, and Commissioning Engineering services, if required, are not included.
4. Value Engineering to redesign the project in an effort to reduce the construction cost is not included.



5. Acoustics analysis.
6. Hazardous Material Investigation/Mitigation Services.
7. Design of off-site improvements.
8. Documents will be prepared utilizing the latest version of AutoCAD. Incorporating our design in a Building Information Model (BIM) is not included.

**SCHEDULE OF FEES**

All professional services described in Scope of Services will be compensated by the hourly not-to-exceed budget fees indicated below.

TASK	DESCRIPTION	BUDGET FEE
I	Design Services	\$9,700
II	Bidding	\$3,800
<b>Total</b>		<b>\$13,500</b>

*\*Professional services will be compensated by the Budget Fee indicated. Budget Fee items will be compensated by an amount determine using the previously submitted Hourly Billing Rates, using an hourly billing rate for each job title multiplied by time expended, including travel time, plus amount equal to 115% of contracted services, plus direct expenses at cost in accordance with the previously submitted Schedule of Miscellaneous Charges.*

All professional services identified in the Scope of Services will be invoiced in accordance with the previously agreed upon Terms and Conditions of Professional Services. Should additional services be required by the Owner, outside the scope as identified above, T&M will provide a subsequent proposal.

We thank you for the opportunity to submit this proposal, and we look forward to working with you on this project. Should you have any questions or require additional information, please do not hesitate to contact me at 732.865-9604 or [jmieth@tandmassociates.com](mailto:jmieth@tandmassociates.com).

Very truly yours,

T&M ASSOCIATES

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JAMES MIETH  
 REGIONAL MARKET SECTOR LEADER MEP