

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2013-338

Council Meeting Date: 10-28-2013

Date Adopted: 10-28-2013

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER
CONSULTING P.A. FOR PROFESSIONAL ENGINEERING AND
INSPECTION SERVICES FOR THE CENTRAL AVENUE
IMPROVEMENT PROJECT

Councilperson Madden submitted the following resolution, which was duly seconded by Councilperson Kapner.

WHEREAS, the Borough of New Providence has a need to acquire Professional Engineering Services and Inspection Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19-44A-20.5; and

WHEREAS, Maser Consulting P.A. has submitted a proposal dated October 24, 2013 indicating they will provide professional engineering and inspection services relating to the Oakwood Drive Improvements Project, for an amount not to exceed \$21,500.00; and

WHEREAS, Maser Consulting was awarded a contract with the Borough of New Providence via Resolution 2011-23, and fees assessed with this project are contained in said contract; and

WHEREAS Maser Consulting has completed and submitted a Business Entity Disclosure Certificate which certifies that Maser Consulting has not made any reportable contributions to a political or candidate committee in the Borough of New Providence in the previous one year, and that the contract will prohibit Maser Consulting from making any reportable contributions through the term of the contract, and

WHEREAS, the maximum amount of the contract is not to exceed \$21,500.00, and said funds are available and have been certified by the Chief Financial Officer; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-5) requires that the resolution authorizing and awarding of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of New Providence that they hereby agree as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute the attached agreement with Maser Consulting for Professional Engineering and Inspection Services.
2. Such contract is awarded without competitive bids as a "professional service" in accordance with N.J.S.A. 40A:11-5(1) (a) of the Local Public Contracts Law, because the services to be rendered are professional in nature and are unspecifiable as to requirements for performance. Such services must be rendered by a person particularly trained and licensed in this area, which requires extensive specific education and long experience in both the Federal and State procedural requirements.
3. A notice of this action shall be published once in the Courier News.

APPROVED, this 28th day of October, 2013.

RECORD OF VOTE

	AYE	NAY	ABSENT	NOT VOTING
GALLUCCIO	X			
GENNARO	X			
KAPNER	X			
MADDEN	X			
MUÑOZ	X			
ROBINSON	X			
HERN			TO BREAK COUNCIL TIE VOTE	

I hereby certify that the above resolution was adopted at a meeting of the Borough Council held on the 28th day of October, 2013.

Wendi B. Barry, Borough Clerk



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October 24, 2013

Mr. Douglas R. Marvin, Administrator
Borough of New Providence
360 Elkwood Lane
New Providence, New Jersey 07974

Re: Proposal for Construction Administration Services
Central Avenue (Section 7) Roadway Improvements
NJDOT Local Aid Project
Borough of New Providence, Union County, New Jersey
MC Proposal No. NPT-405P

Dear Mr. Marvin:

Maser Consulting P.A. (Maser Consulting) is pleased to present the following proposal for construction administration services for proposed improvements to Central Avenue (Section 7). The proposed Scope of Services below outlines the work to be completed by Maser Consulting.

Due to the project exceeding the grant allocated, the Borough of New Providence will use the Morris County Cooperative Pricing Council (MCCPC) through its membership, for this road improvement project. Resolution 2013-309 was award to Tilcon New York Inc., D&L Paving, Tree King and Denville Line Striping through its membership in the MCCPC to perform the required milling, paving, granite block curbing, tree removal and traffic striping on Central Avenue in the amount of \$254,693.70. It is our understanding that the project is funded jointly by the 2013 NJDOT Local Aid Grant of \$200,000 and the Borough.

Based on the above, Maser Consulting will provide the following construction administration for the project:

SCOPE OF SERVICES

PHASE 1.0 CONSTRUCTION ADMINISTRATION (Engineering/Inspection):

Upon award of the contract, Maser Consulting shall provide the following services prior to commencement of construction:

- Coordination with MCCP approved Contractors
- Schedule and attend pre-construction meeting.
- Review and recommend approval of contractor's applications for payments.
- Review and recommend approval of contractor's change orders, if any.
- Prepare final punch list.
- Review final as-built drawings provided by contractor.
- Provide final completion certificate.
- NJDOT Grant Administration



Douglas R. Marvin, Administrator

NPT-405P

October 24, 2013

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Maser Consulting shall provide part-time construction management services on an as-needed basis depending on the complexity of construction for any given day. We will utilize an on-site field manager for the duration of the project in order to provide consistency throughout construction.

From experience with similar sized projects, Maser Consulting estimates that the duration of construction should be approximately six (6) weeks from the start of work. In addition, Maser Consulting anticipates that there will be two (2) weeks of part-time construction administration services for the contractors to complete the punch list items. The goal is to construct the entirety of the project during the 2013 construction season. Please note that this project is weather dependent. Should inclement weather occur, the construction schedule may be altered. Should any additional work be awarded for construction, the construction administration portion of the contract shall be amended to reflect the additional effort of inspection services.

Daily inspection reports will be retained by Maser Consulting regarding the project. Maser Consulting shall review and prepare contractor's payments as well as change orders. If unacceptable work or material is supplied by the contractor, immediate corrective action shall be taken by Maser Consulting on behalf of the Borough.

Prior to completion, a final punch list shall be created by the inspector and completion deadlines shall be scheduled for all open items. Upon completion of the punch list items, a final site inspection shall be scheduled with the contractor and the Borough in order to close out the project. Maser Consulting will prepare the paperwork for final inspection and final payment for the contractor. Should additional construction administration services be required, Maser Consulting shall coordinate with the Borough and inform the appropriate personnel of the status of construction. Maser Consulting will prepare the paperwork for payments for the contractor and submittal to NJDOT for funding reimbursement.

PHASE 1.0 CONSTRUCTION ADMINISTRATION (Engineering/Inspection) \$21,500.00

Maser Consulting will provide the services outlined in Phase 1 for a cost not to exceed \$21,500.00. The hourly rates utilized for the project will be in accordance with the Borough Engineering Contract previously approved by Mayor and Council.

If you find this proposal acceptable, please forward a copy of the Resolution of Approval for this proposal to this office. This will constitute approval of the proposed work.

Thank you for the opportunity to offer our services for the Central Avenue (Section 7) Roadway Improvements. We look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this proposal, please feel free to contact me.

Very truly yours,

MASER CONSULTING P.A.

Mark Demark
FOR

Andrew R. Hipolit, P.E., P.P., C.M.E.
Borough Engineer

ARH/mgd

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