

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2014-108

Council Meeting Date: 03-10-2014

Date Adopted: 03-10-2014

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER CONSULTING, P.A. FOR PROFESSIONAL ENGINEERING SURVEY AND DESIGN SERVICES REGARDING NEW PROVIDENCE COMMUNITY POOL BASKETBALL COURT PROJECT – ELECTRICAL MODIFICATION

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

WHEREAS, the Borough of New Providence acquired Professional Engineering and Professional Environmental Consulting 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 was awarded a contract with the Borough of New Providence via Resolution 2014-023 provide professional engineering services; and,

WHEREAS, Maser Consulting Services has submitted a proposal dated March 5, 2014 indicating they will provide professional engineering survey and design and services relating to the New Providence Community Pool Basketball Court project (Electrical Modification) , for an amount not to exceed \$5,500.00; and

WHEREAS, the fees assessed with this proposal are contained in said contract; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the service will not exceed \$5,500.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of New Providence that they hereby approve and authorize the professional services included in the Maser Consulting Services proposal dated March 5, 2014.

APPROVED, this 10th day of March, 2014.

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 10th day of March, 2014.

Wendi B. Barry, Borough Clerk



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March 5, 2014

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

Re: New Providence Community Pool Basketball Court Project
Proposal for Professional Engineering, Bidding and Inspection Services
(Electrical Modifications Only)
Borough of New Providence
Union County, New Jersey
MC Project No. NPT-389

Dear Mr. Marvin:

Maser Consulting P.A. (MASER) is pleased to present this proposal for engineering services associated with the proposed improvements for the New Providence Community Pool (NPCP) Basketball Courts Project. As you are aware, the low project bid for the above referenced project exceeded the funding allocated, and as a result, the bids received were rejected by resolution at the last Mayor and Council meeting. Because construction activity cannot take place at the pool during the summer months and the available time prior to the pool opening is limited, it would be beneficial to the project to advance the associated electrical work as a separate project to be completed prior to the 2014 pool season. The remaining work will be bid for construction in the fall of 2014 after the pool has closed for the season. Based on our discussions, MASER shall provide the coordination with JCP&L, as well as the pool electrician, to prepare the limited bid package for the removal of the existing utility pole within the basketball court area, relocation of electric service to the pool building and installation of electric conduit for the future sports lighting. Bidding services and inspection of these improvements are included so that this phase of construction work will be completed prior to Memorial Day. Accordingly, the anticipated scope of services is as follows:

SCOPE OF SERVICES

PHASE I — COORDINATION WITH JCP&L – ELECTRIC SERVICE:

This phase includes efforts to coordinate with JCP&L toward the removal of the existing utility pole within the basketball court area and installation of a relocated electric service for the pool building. Additional correspondence and coordination, as well as necessary site visits, are included so that JCP&L can finalize the approach and service agreement for the relocated electric service to the pool building. A limited bid package will be prepared in an effort to solicit three (3) quotes from electrical contractors to complete the scope of work for this phase of construction. It is estimated that the electrician's work can be completed under the \$17,500 threshold for the public bidding process. It is estimated that the cost for JCP&L to perform their work will be approximately \$15,000. Maser



Consulting will prepare the required bid package to include relocation of the pool building electric service, installation of conduit to the locations of the future sports lighting and coordination with JCP&L for the removal of existing utility pole and connection of the relocated service.

PHASE II BIDDING AND INSPECTION SERVICES:

Maser Consulting will coordinate with the Borough to solicit three quotes from electrical contractors for construction of this phase of improvements. Regarding the Bidding Services; specifically the following shall be conducted:

- Schedule the advertisement for bid (Notice to Bidder)
- Attend a Pre-Bid Conference to discuss Construction Documents with perspective bidders, as required.
- Development of addendum(s) to clarify or review the bid documents, as required.
- Attend bid opening and reading of bids in order to tabulate them.
- Review the proposals from the responsive bidders and make recommendations to the Borough regarding the selection and evaluation of the bids.
- Provide inspection of the work to completion.

The following is the estimated schedule for the project:

<u>Task</u>	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Design & Coordination Services	March 11, 2014	April 7, 2014
Bidding Services	April 8, 2014	April 22, 2014
Award Contract	April 28, 2014	
Construction	April 29, 2014	May 23, 2014

FEE PROPOSAL FOR PHASE I AND II

Based on the above referenced information, MASER will provide the above referenced services for a cost not to exceed \$5,500.00.

The above design services will be provided on a cost basis not to exceed the listed amount. The hourly rate schedule and services required will be performed in accordance with the Borough Engineering Contract authorized by the Borough of New Providence.



EXCLUSIONS

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Borough Engineering Agreement, is deemed necessary, Maser Consulting may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees regarding the extra work. All unanticipated additional work shall be in accordance with the Schedule of Hourly Rates for the number of hours performed. No extra work will be performed without authorization from the Borough.

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 Lincoln Field 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.

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