

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2015-129

Council Meeting Date: 03-23-2015

Date Adopted: 03-23-2015

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER
CONSULTING, P.A. FOR CONSTRUCTION ADMINISTRATION
SERVICES REGARDING 2014 SANITARY SEWER IMPROVEMENTS

Councilperson Madden 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
18, 2015 indicating they will provide professional engineering construction
administration services relating to the 2014 Sanitary Sewer Improvement project, for an
amount not to exceed \$39,850.00; and

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

WHEREAS, the maximum amount of the contract is not to exceed \$39,500.00,
and said funds are available from the following accounts:

| | |
|--------------------|-------------|
| 15-265-930-4-42001 | \$30,008.50 |
|--------------------|-------------|

| | |
|--------------------|-------------|
| 15-271-930-4-42001 | \$ 9,491.50 |
|--------------------|-------------|

and have been certified by the Chief Financial Officer; and

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 18, 2015.

APPROVED, this 23rd day of March, 2015.

RECORD OF VOTE

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

I hereby certify that the above resolution was adopted at a meeting of the Borough Council held on the 23rd day of March, 2015.

Wendi B. Barry, Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

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March 18, 2015

VIA E-MAIL

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

Re: 2014 Sanitary Sewer Improvements
Proposal for Construction Administration Services
Borough of New Providence
Union County, New Jersey
MC Project No. NPT-295B

Dear Mr. Marvin:

Maser Consulting P.A. (Maser Consulting) is pleased to submit this proposal for professional construction administration services associated with the 2014 Sanitary Sewer Improvement project. It is our understanding that the construction contract was recently awarded to Insituform Technologies, LLC, in the amount of \$437,163.00. Accordingly, our office anticipates the following services:

- Review of shop drawings as submitted by the contractor;
- Provide correspondence and coordination to address requests for information from the contractor;
- Schedule and attend a preconstruction meeting with the contractor and required Borough representatives;
- Perform site inspections; and
- Process pay requests and prepare project closeout documents.

Oversight of this work is critical as residents connected to the various sanitary sewer mains to be improved (lined) will be directly affected. Residents will be required to limit and/or eliminate usage of water for a few hours as the sewer main is being lined. In addition, after the lining has cured, lateral connections will be cut in which allows sanitary sewerage to flow from the lateral into the newly lined main. Maser Consulting will provide notification and coordination services with residents and Contractor, assure lateral cut ins are performed and assure proper lining techniques are being utilized by the Contractor.

FEE NOT TO EXCEED

\$39,850.00

The preconstruction meeting and construction start are anticipated for late March or early April 2015. Duration of construction is estimated at approximately ninety (90) days with an anticipated construction completion at the end of July 2015.



Maser Consulting will provide construction management services on an as-needed basis depending on the complexity of construction for any given day. We will utilize an on-site manager for the duration of the project in order to provide consistency throughout construction. Daily inspection reports will be retained by Maser Consulting regarding the project. Maser Consulting will review and prepare contractor's payments as well as change orders (if any). 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 to the contractor. Should additional construction administration services be required, Maser Consulting will coordinate with the Borough and inform the appropriate personnel of the status of construction.

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 2014 Sanitary Sewer Improvement project. 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.

A handwritten signature in black ink, appearing to read 'Patrick Jannone', with a stylized 'fjk' or similar mark to the right.

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

ARH/cb

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