

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2015-274

Council Meeting Date: 07-27-2015

Date Adopted: 07-27-2015

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER CONSULTING, P.A. FOR PROFESSIONAL ENGINEERING AND CONSTRUCTION ADMINISTRATION SERVICES REGARDING CENTRAL AVENUE AND MAPLE STREET INTERSECTION IMPROVEMENTS

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

WHEREAS, the Borough of New Providence acquired Professional Engineering and Professional Construction Administration 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 July 22, 2015 indicating they will provide professional engineering and professional construction administration services relating to the Central Avenue and Maple Street Intersection Improvements, for an amount not to exceed \$10,000.00; 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 \$10,000.00, and said funds are available from the following accounts:

15-273-908-4-42001

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 July 22, 2015.

APPROVED, this 27th day of July, 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 27th day of July, 2015.

Wendi B. Barry, Borough Clerk



Engineers
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July 22, 2015

VIA EMAIL

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

Re: Central Avenue and Maple Street Intersection Improvements
Proposal for Engineering and Construction Administration Services
Borough of New Providence
Union County, New Jersey
MC Project No. NPT-526

Dear Mr. Marvin:

Maser Consulting P.A. (Maser Consulting) is pleased to present the following proposal for Professional Engineering and Construction Administration Services associated with the Central Avenue and Maple Street Intersection Improvements. Specifically, the construction activities include all aboveground and underground traffic signal equipment, electrical wiring for signal appurtenances, signage, pavement markings and modifications to ADA-compliant curb ramps, as necessary.

As you are aware, the contract was awarded to Jen Electric Inc. under the Morris County Cooperative Pricing Council in the amount of \$131,546.00. Our office anticipates the following services.

PHASE 1.0 - CONSTRUCTION OBSERVATION

This phase includes the efforts of Maser Consulting to provide part-time construction observation 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. Daily inspection reports will be retained by Maser Consulting regarding the project. Maser Consulting will review and prepare contractor 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 will be created by the Construction Observer and completion deadlines will 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.

FEE NOT TO EXCEED

\$7,500.00

Customer Loyalty through Client Satisfaction



PHASE 2.0 - CONSTRUCTION ADMINISTRATION

This phase includes the efforts of Maser Consulting to provide construction administration for the project, inclusive of the following:

- Review of shop drawings as submitted by the contractor;
- Provide correspondence and coordination to address requests for information from the contractor;
- Provide correspondence with the contractor to monitor the project schedule;
- Review site observation reports and provide to the Borough as requested;
- Process pay requests and prepare project closeout documents.

FEE NOT TO EXCEED

\$2,500.00

Maser Consulting will provide the services outlined in **PHASE 1.0 and 2.0** for a **COST NOT TO EXCEED \$10,000.00**. The hourly rates utilized for the project will be in accordance with the Borough Engineering Contract previously approved by Mayor and Council.

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 Central Avenue and Maple Street Intersection 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.

A handwritten signature in blue ink, appearing to read 'A. Hipolit', is written over the printed name.

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

ARH/pj