

**RESOLUTION**  
of the  
**BOROUGH OF NEW PROVIDENCE**  
Resolution No. 2016-064

Council Meeting Date: 01-25-2016

Date Adopted: 01-25-2016

TITLE           RESOLUTION ACCEPTING THE PROPOSAL OF MASER  
CONSULTING, P.A. FOR PROFESSIONAL ENGINEERING SERVICES  
REGARDING CENTRAL AVENUE (SECTION 8) IMPROVEMENTS

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

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 January  
19, 2016 indicating they will provide professional engineering services relating to  
Central Avenue (Section 8) Improvements, for an amount not to exceed \$33,400.00;  
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 \$33,400.00,  
and said funds are available from the following accounts:

15-271-908-4-42001	\$17,420.11
15-273-908-4-42001	\$15,979.89

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 January 19, 2016.

APPROVED, this 25<sup>th</sup> day of January, 2016.

## 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 25<sup>th</sup> day of January, 2016.

Wendi B. Barry, Borough Clerk



Engineers  
Planners  
Surveyors  
Landscape Architects  
Environmental Scientists

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January 19, 2016

**VIA EMAIL**

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

Re: Central Avenue (Section 8) Roadway Improvements  
Proposal for Engineering Services  
Borough of New Providence  
Union County, New Jersey  
**MC Project No. NPT-535P**

Dear Mr. Marvin:

As you are aware, the Borough of New Providence has received a grant from the New Jersey Department of Transportation (NJDOT) totaling \$220,000.00 for the improvements to Central Avenue (Section 8). The grant is part of NJDOT's Municipal Aid Program and funding is made available from the Transportation Trust Fund (TTF). The conditions of the grant require the Borough to award a construction contract within eighteen (18) months from the date of execution of the agreement with NJDOT. The total funding is allocated to improve Central Avenue from South Street to the intersection with Springfield Avenue. Please note the roadway improvements are estimated at approximately \$590,000.00. It is our understanding that the Borough intends to supplement the NJDOT funding with Borough funds to complete as much of the project as is feasible based on funding allocation. It should be noted that this proposal has been prepared assuming that the Borough will not utilize the Morris County Cooperative Pricing Council to construct the improvements.

Maser Consulting P.A. (Maser Consulting) is pleased to submit this proposal for professional engineering services associated with the improvements to Central Avenue including; survey for areas observed to be ponding water along portions of the roadway and sidewalk, the preparation of construction specifications/design documents, the administration of the NJDOT grant process for the project funding and bidding services. Accordingly, our office anticipates the following services:

**PHASE 1.0 – SURVEY**

Based on observed ponding along portions of the roadway and sidewalk in the vicinity of the racquetball club, as well as a portion of the roadway further west, survey will be obtained to mitigate these issues during design. In addition, certain ADA ramps will be surveyed to eliminate ponding after construction of improvements.



Using **3D Scanning Technology**, Maser Consulting will prepare a topographic survey of the subject area in accordance with the standards set forth in the Laws of the State of New Jersey Statutory Reference NJSA 45:8-28(e) and more specifically, the administrative rules and regulations promulgated by the State Board of Professional Engineers and Land Surveyors and contained in NJAC 13:40-5.1. We will prepare a topographic survey map that is a graphic pictorial representation of the above-ground features in 3 subject areas. The limits of the field survey include the Central Avenue roadway and 5' behind the southern curb and 5' beyond the northern sidewalk. The topographical mapping will depict spot elevations and contours at a one (1) foot contour interval. Vertical and horizontal data will be tied into assumed datum. The **approximate** locations of the Right of Ways will be depicted based on Tax Maps and any other mapping provided by your office. Visible and accessible surface utilities, and/or utility structures within the survey limits as described above, will be surveyed and shown on the plan.

**PHASE 1.0 - SURVEY (NOT TO EXCEED) \$5,900.00**

### **PHASE 2.0 - DESIGN DOCUMENTS**

As the project is utilizing NJDOT funding, Maser Consulting will prepare construction specifications/design drawings for roadway improvements to Central Avenue from South Street to the intersection with Springfield Avenue. Design documents will be prepared in accordance with NJDOT requirements and specifications, and upon completion, will be submitted to NJDOT for approval and authorization to commence construction.

The construction specifications/design documents will include; the replacement of curbs, sidewalks, and concrete driveway aprons (as necessary) and the milling/resurfacing of Central Avenue from South Street to the intersection with Springfield Avenue. In addition, all ADA curb ramps will be reconstructed and detectable warning surfaces installed for compliance with current ADA regulations. Finally, additional items will include roadway base repair (as necessary), resetting of various structures, installation of bicycle safe grates, installation of NJDEP approved curb pieces, reconstruction of drainage structures (as necessary) and roadway striping. Our office will also prepare a comprehensive cost estimate detailing the scope of the proposed improvements.

**PHASE 2.0 - DESIGN DOCUMENTS (NOT TO EXCEED) \$19,500.00**

### **PHASE 3.0 - NJDOT GRANT ADMINISTRATION**

This phase includes the efforts required to administer the NJDOT Local Aid process for all milestones throughout the project. In addition to the required updates in the NJDOT SAGE (System for Administering Grants Electronically) system, our office will submit the design documents to the NJDOT and provide continued correspondence and coordination with NJDOT representatives to confirm the project approach and obtain their concurrence. Maser Consulting will also coordinate and prepare the required documentation for the NJDOT grant at the required



milestones throughout the project to ensure the funding reimbursement to the Borough.

**PHASE 3.0 – NJDOT GRANT ADMINISTRATION (NOT TO EXCEED) \$4,000.00**

**PHASE 4.0 - BIDDING SERVICES & MEETINGS**

As part of this phase, Maser will; prepare the bid packages for sale to potential contractors, provide the Borough with the Notice to Bidders for advertisement, respond to contractor inquiries during the bid period, attend the bid opening, prepare a summary of bids, review and contact contractor references, as required, and prepare an award recommendation to the Borough. In addition, this phase includes attendance at project meetings up to the point of bid award, as required.

**PHASE 4.0 – BIDDING SERVICES & MEETINGS (NOT TO EXCEED) \$4,000.00**

Maser Consulting will provide the services outlined in PHASES 1.0, 2.0, 3.0 and 4.0 for a **COST NOT TO EXCEED \$33,400.00**. Please note, Construction Administration and Inspection are NOT included in this proposal. A proposal for those services will be prepared and provided to the Borough upon opening of contractor bids. The hourly rates utilized for the project will be in accordance with the Borough Engineering Contract previously approved by Mayor and Council.

**PROJECT SCHEDULE**

The following is the anticipated project schedule:

	<b><u>Approximate Start Date</u></b>	<b><u>Approximate End Date</u></b>
Preparation of Construction Specifications/Design Documents	January 2016	February 2016
NJDOT Concurrence	February 2016	February 2016
Authorization to Bid	March 7, 2016	March 7, 2016
Advertise for Bidding	March 11, 2016	March 11, 2016
Bid Opening	March 31, 2016	March 31, 2016
Council Award	April 11, 2016	April 11, 2016
Preconstruction Meeting	April 25, 2016	April 25, 2016
Construction	May 2, 2016	June 13, 2016



Douglas Marvin, Borough Administrator  
MC Project No. NPT-535P  
January 19, 2016  
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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 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.

A handwritten signature in blue ink, appearing to read 'ARH', is positioned above the typed name.

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

ARH/PJ/mat

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