

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2016-067

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 ATHLETIC FIELD RENOVATION – GROVE FIELD

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 Field
Renovation – Grove Field, for an amount not to exceed \$48,500.00; 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 \$48,500.00,
and said funds are available from the following accounts:

15-263-915-4-42001	\$13,582.48
15-264-967-4-42001	\$24,604.95
15-271-915-4-42001	\$10,312.57

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 25th 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 25th day of January, 2016.

Wendi B. Barry, Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

400 Valley Road, Suite 304
Mount Arlington, NJ 07856
T: 973.398.3110
F: 973.398.3199
www.maserconsulting.com

January 19, 2016

VIA EMAIL

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

Re: Proposal for Professional Engineering Services
Proposed Athletic Field Renovation – Grove Field
Borough of New Providence
MC Proposal No. NPT-536P

Dear Mr. Marvin:

Maser Consulting P.A. (Maser Consulting) is pleased to submit this proposal for professional engineering services associated with the proposed athletic field renovation at Grove Field. Specifically, the renovation will include the design of synthetic turf fields including one (1) rectangular field measuring 180' x 265' and one (1) 50/70 baseball field, associated grading and drainage, netting, sports lighting, fencing and typical sports amenities. Potential alternate items include; repaving and striping of the entrance drive and parking area, traffic calming devices along the entrance drive, alternative infill material and an upgrade to LED lighting. The preliminary base project estimate is \$1,493,000.00 based on the previous aerial concept prepared by Maser Consulting and experience with projects of similar size and scope.

At this time, it is our understanding that the Borough wishes to refine preliminary estimates of scope, timing and cost. Therefore, this proposal includes efforts to perform due diligence including; survey, natural resources determination and vendor coordination, as well as concept refinement, preliminary grading and drainage design, earthwork calculations, permitting determination and cost estimate refinement. Accordingly, the anticipated scope of services is outlined below:

SCOPE OF SERVICES:

PHASE 1.0 SURVEY

Maser Consulting will prepare a topographic survey of Grove Field and adjacent lands (**6.0± Acres**) 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 topographical survey map that is a graphic pictorial representation of the above-ground features in the subject area. The location and size of trees 6" diameter and larger will also be obtained.

The topographical data will be obtained at a minimum of 50' grid and will depict contours at a one foot contour interval. Vertical data will be tied into National Geodetic Survey Control and will be relative to NAVD 1988 and horizontal data will be relative to NAD 1983. The **approximate** location of the boundary will be depicted as based on the current Tax Map.

Visible and accessible utilities and/or utility structures within the survey limits, as described above, will be surveyed and shown on the plan to include; rim, grate and invert elevations, and pipe sizes entering and/or exiting the structures. This includes existing culvert information.

This task will include the field location of wetland markers to be established by our environmental expert. Since the extent of the wetlands present is unknown at the time of the preparation of this Proposal, it is estimated that there will be approximately 50 wetland flags. If upon field inspection, the amount of flags differs significantly from the amount above, a revision to this price may be necessary. The fee for this section is based upon all field survey work being performed concurrently.

PHASE 1.0 SURVEY

***\$17,500.00**

***Cost not to exceed**

PHASE 2.0 NATURAL RESOURCES DETERMINATION

Maser Consulting will perform a preliminary ecological and regulatory evaluation of the proposed project site. Our evaluation will include a review of background information and a site visit to determine the approximate location and extent of potential New Jersey Department of Environmental Protection (NJDEP) regulated features on the subject property that may constrain the proposed project.

Our findings will be presented in a letter report, which will include a sketch plan showing the approximate location and extent of regulatory constraints (if any) observed on the property. We will also discuss potential NJDEP permitting options, if any.

Currently within the State of New Jersey, the NJDEP, Division of Land Use Regulation (DLUR) is the lead agency responsible for verifying wetland/upland boundaries. The DLUR verifies wetland boundaries and associated buffers.



We will delineate the upland/wetland boundary using the three-parameter approach (vegetation, soils, and hydrology). This will involve flagging the wetland/upland boundary revisions with surveyor's ribbon and include the following information:

- a. Characterizing the soils of the wetland and upland areas, including a statement on their hydric or non-hydric nature, based upon Munsell Soil Color Chart readings.
- b. Characterizing the upland and wetland communities, based upon vegetation, and compiling a general list of plant species on the property with an indication of their associated abundance in the wetland and upland communities.
- c. Characterizing the hydrology of the wetland and upland areas on the property.

Maser Consulting will prepare an Environmental Constraints Plan, utilizing available survey mapping and will depict the wetland/upland boundary and technical data sample station locations. The survey location of wetland flagging is addressed under the SURVEY phase.

Maser Consulting will prepare a Wetland Delineation Report, which includes the above-mentioned information, as well as photographs of the property, identification and description of the property, and a summary statement of the criteria which were important in the development of the wetland/upland boundary.

PHASE 2.0 NATURAL RESOURCES DETERMINATION

***\$7,500.00**

***Cost not to exceed**

PHASE 3.0 PRELIMINARY DESIGN DOCUMENTS

Utilizing the base map prepared under Phase 1.0 above, as well as the due diligence obtained in Phase 2.0, Maser Consulting will prepare a detailed layout of the proposed improvements. The limit of synthetic turf will be determined and coordination with the lighting vendor will be performed to determine final locations. In addition, coordination with JCP&L will be included to determine the extent and location of electrical appurtenances required to bring service to the site for sports lighting. This layout will be used as a basis for the grading and drainage designs.

Preliminary review of mapping indicates that the NJDEP Flood Hazard Area (FHA) limit may be present on-site. A determination of the FHA limit will be prepared utilizing a methodology acceptable to the NJDEP known as the "Approximate Method". This is a simplified methodology to determine the location of the FHA limit and further determine any impacts and/or permitting requirements as a result.



Upon completion of the FHA limit as detailed above, preliminary grading will be designed to incorporate playability standards, minimize soil export and comply with regulatory constraints, as necessary. Preliminary drainage will also be designed to meet all applicable stormwater regulations and minimize impact to the surrounding area.

Once the layout, grading and drainage components of the project are designed as detailed above, an accurate earthwork analysis can be performed. The earthwork analysis will consider minimization of soil export. The earthwork analysis and calculations will result in an earthwork cost estimate based on typical industry unit pricing.

The preliminary design performed, as detailed above, along with the due diligence performed in Phases 1.0 and 2.0, will be utilized to refine the overall project cost estimate. A color rendering of the Site Layout will be prepared as an exhibit for meetings and presentations. The layout, refined cost estimate and project timeline will be presented to the Borough so that a firm construction window and project steps moving forward can be determined.

It is understood that throughout the project, Maser Consulting will meet with the Project Team for presentation and review purposes to ensure that the project is consistent with the Borough goals. In addition, Maser Consulting will attend and present at public information meetings.

PHASE 3.0 PRELIMINARY DESIGN DOCUMENTS ***\$23,500.00**
***Cost not to exceed**

PROJECTED SCHEDULE

The estimated schedule for the project is outlined below. Please note that the schedule is based on the feasibility of performing all due diligence within five (5) weeks from receiving Approval of the Engineering Proposal.

	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Approval of Engineering Proposal	January 25, 2016	
Engineering Due Diligence (Survey & Wetlands)	January 26, 2016	February 26, 2016
Prepare Preliminary Design & Estimate	February 26, 2016	March 26, 2016

FEE PROPOSAL

Maser will perform the above-referenced services for a **total cost not to exceed \$48,500.00.**



For your convenience, we have broken down the total estimated cost of the project into the categories identified within the Scope of Services. Maser Consulting will invoice the project at the hourly rates established in our 2015 Borough Engineering contract.

PERMIT FEES

No submissions are anticipated at this point in the project; therefore, there will be no permit fees at this time.

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.

NEXT STEPS

The following items are the next steps anticipated in the project beyond this proposal that will be required to move through final design and bidding:

- GEOTECHNICAL INVESTIGATION
- SOILS INVESTIGATION
- NJDEP PERMITTING (as required)
- SCD CERTIFICATION
- FINAL DESIGN DOCUMENTS
- BID SPECIFICATIONS
- FINAL COST ESTIMATE
- BIDDING SERVICES

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 proposed Grove 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.

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/mat

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