

**RESOLUTION**  
of the  
**BOROUGH OF NEW PROVIDENCE**  
Resolution No. 2016-068

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 – OAKWOOD PARK

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 – Oakwood Park, for an amount not to exceed \$46,500.00; 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 \$46,500.00,  
and said funds are available from the following accounts:

15-271-915-4-42001	\$23,140.68
15-273-915-4-42001	\$15,048.00
10-16-001-301-07410	\$8,311.32

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 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 – Oakwood Park  
Borough of New Providence  
MC Proposal No. NPT-555P

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 Oakwood Park. Specifically, the renovation will include the design of; one (1) synthetic turf rectangular field measuring 180' x 330', one (1) 50/70 synthetic turf baseball field, one (1) 60/90 sod baseball field, a modular block retaining wall, associated grading and drainage, irrigation for the sod field, netting, sports lighting, fencing, landscaping and typical sports amenities. Potential alternate items include; repaving and striping of the existing parking area, traffic calming devices along the entrance drive, alternative infill material and an upgrade to LED lighting. The preliminary base project estimate is \$2,506,000.00 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 UPDATE**

This phase includes an allocation for Maser Consulting to update the topographic survey of Oakwood Park and adjacent lands previously prepared 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.



The survey will be updated as necessary to comply with NJDEP submission requirements, as applicable, provide any updated site information necessary for the site design and provide any supplemental site information required for site design.

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 UPDATE** **\*\$8,500.00**  
**\*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** **\*\$8,500.00**  
**\*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 Phases 2.0 – 4.0, 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 and confirm any constraints due to the transmission lines passing over the site. This layout will be used as a basis for the grading and drainage designs.

Preliminary review of the state studied mapping available indicates that the NJDEP Flood Hazard Area (FHA) limit may be present on-site, but will not impact the proposed improvements. This information will be reviewed against the information obtained in Phases 1.0 and 2.0 above to confirm that FHA permitting will not be required for the project.

Preliminary grading will be designed to incorporate playability standards, minimize soil export and comply with regulatory constraints, as necessary. In addition, the proposed retaining wall will be incorporated to improve grades in the upper sod field, as well as the lower synthetic turf fields. Preliminary drainage will 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 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**

**\*\$29,500.00**

**\*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.

	<b><u>Approximate Start Date</u></b>	<b><u>Approximate End Date</u></b>
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 \$46,500.00**.

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 (as required)
- 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 Oakwood Park 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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