

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2016-092

Council Meeting Date: 02-22-2016

Date Adopted: 02-22-2016

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER CONSULTING, P.A. FOR PROFESSIONAL ENGINEERING SURVEY, ENVIRONMENTAL AND DESIGN SERVICES REGARDING CLEARWATER DETENTION BASIN REPAIRS

Councilperson Galluccio 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 February 17, 2016 indicating they will provide professional engineering survey, environmental and design services relating to the repair of the Clearwater Detention Basin, for an amount not to exceed \$39,000.00; 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 \$39,000.00, and said funds are available from the following accounts:

15—268-968-4-42001	\$30,858.32
15—268-968-3-40027	\$ 8,141.68

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 February 17, 2016.

APPROVED, this 22nd day of February, 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 22nd day of February, 2016.

Wendi B. Barry, Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
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February 17, 2016

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

Re: Clearwater Detention Basin Repairs
Engineering Survey, Environmental and Design Services
Borough of New Providence
Union County, New Jersey
MC Project No. NPT-537P

Dear Mr. Marvin:

Maser Consulting P.A. (Maser Consulting) is pleased to present the following proposal for professional engineering services associated with the repair of the Clearwater Detention Basin. Specifically, this area accepts overflow drainage from the Salt Brook during significant storm events. This corridor was impacted by Hurricane Irene, resulting in the loss of gabion basket lining and severe erosion. As you are aware, this stabilization project is the last part of a larger effort that included the repair/replacement of stormwater outfalls located at the terminus of Pine Way (completed) and the terminus of Ashwood Road (completed), as well as the stream bank stabilization of the stream between properties on Brook Hollow Lane (completed). The overall project has been awarded a FEMA Reimbursement Grant for an amount of \$391,210.00.

Accordingly, the Scope of Services outlined below includes the work necessary to prepare the bid packages, as well as submission packages for various review agencies.

SCOPE OF SERVICES:

PHASE 1.0 SURVEY

Maser Consulting will prepare a topographic survey of the Clearwater Detention Basin and adjacent electrical substation (**1.0± 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 a 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 also include the field location of wetland markers to be established by our Environmental Professional. Since the extent of the wetlands at the present time is unknown at the time of the preparation of this Proposal, it is estimated that there will be approximately 25 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 the all survey field work being done concurrently.

PHASE 1.0 SURVEY

***\$5,500.00**

***Cost not to exceed**

PHASE 2.0 NATURAL RESOURCES

Wetlands - 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.

Based on the previous design that was damaged during Hurricane Irene, certain improvements may encroach into wetland and/or wetland transition areas. These activities will require permits from the NJDEP DLUR. Maser Consulting will prepare an application request for the appropriate permits from the NJDEP in accordance with the standards described in subchapters 3, 5, 6 and 10 of the New Jersey Freshwater Wetlands Protection Act Rules.

Flood Hazard Area Control Act - The NJDEP regulates Flood Hazard areas under the Flood Hazard Area Control Act Rules. The NJDEP requires that an Environmental report be prepared and submitted with any application for an Individual Flood Hazard Area Control Act Permit. Maser Consulting will prepare an environmental report which will contain the following information:

- a. A narrative that describes the proposed design and the construction techniques that will be used for the project.
- b. Maps (such as freshwater wetlands maps and USDA soil surveys) which provide an environmental inventory of the site.
- c. An analysis of any potential adverse impacts to the following resources and a detailed description of how potential adverse impacts shall be minimized. This analysis shall



include all temporary and permanent adverse impacts of each proposed activity, whether onsite or offsite, as follows:

- i. Channels: compliance with the requirements of N.J.A.C. 7:13-10.1, as well as any anticipated effects on the size, shape and characteristics of existing channels, including low-flow aquatic passage, shall be addressed;
- ii. Riparian zones: compliance with the requirements of N.J.A.C. 7:13-10.2.
- iii. Fishery resources: compliance with the requirements of N.J.A.C. 7:13-10.5.
- iv. Threatened or endangered species: if a survey for threatened or endangered species is required under N.J.A.C. 7:13-10.6(e), it shall meet the requirements of N.J.A.C. 7:13-15.5(c);
- v. The effects on water quality due to stormwater runoff, exposure of acid producing soils, and potential for erosion and turbidity.

Included as part of this scope of work is the submittal of a request to the Natural Heritage Program, securing an adjacent property owner list, preparing adjacent property owner notifications and preparing the DLUR application form.

PHASE 2.0 NATURAL RESOURCES
***Cost not to exceed**

***\$16,250.00**

PHASE 3.0 DESIGN AND PREPARATION OF BID DOCUMENTS

Due to severe erosion within this overflow diversion channel as a result of Hurricane Irene, repairs to the stormwater management system are required. Improvements include gabion baskets or an equivalent hard armor for bank and bed stabilization, as well as vegetation to stabilize the areas along this diversion corridor.

Utilizing the survey base map prepared under a previous phase, Maser Consulting will prepare detailed engineering design drawings, inclusive of a Title Sheet; General Notes and Legend; Estimate of Quantities; Site Plan; Grading, Drainage and Utilities Plan; Soil Erosion and Sediment Control Plan and Construction Details. The required drainage calculations will be prepared in an effort to minimize downstream erosion as required by the Somerset-Union Soil Conservation District. In addition, any drainage calculations required for NJDEP submission will be prepared.

Maser Consulting will prepare specifications, both supplemental and technical, for all site improvement items that are detailed on our site plan drawings for incorporation into the overall bid specifications. The specifications will be prepared in the latest NJDOT format, as amended.



Maser Consulting will contact the regulatory agencies listed below to confirm the scope of permits that will be required. The preparation and submittal of the applications and supporting information required to apply for the approvals and/or permits is included in this phase.

The completed construction plans as described below will be packaged, along with the required applications, for submission to the following agencies:

- New Jersey Department of Environmental Protection (NJDEP) Letter of Interpretation (LOI) and General Permit(s) for wetlands;
- New Jersey Department of Environmental Protection (NJDEP) Flood Hazard Area (FHA) General Permit (or Individual Permit depending on Limit of Disturbance calculated once design is complete);
- Somerset-Union Soil Conservation District for Soil Erosion and Sediment Control Plan Certification (and potentially NJPDES Stormwater Discharge Permit (RFA) depending on Limit of Disturbance calculated once design is complete);

Maser Consulting will submit the required number of completed Construction Document sets, including the necessary applications to initiate the process of plan review, to the appropriate approval agencies having jurisdiction. All permit fees shall be the responsibility of the Borough. Depending on the progress of the project, the above application may be submitted during the Construction Document Phase if sufficient design elements/design documents have been finalized for a complete application.

Upon completion of the final contract documents (construction plans, specifications and construction cost estimate), Maser Consulting will furnish the Borough with two (2) signed and sealed complete sets of full size bid documents for the Borough's file.

PHASE 3.0 DESIGN AND PREPARATION OF BID DOCUMENTS ***\$17,250.00**
***Cost not to exceed**

PROJECTED SCHEDULE:

The estimated schedule for the project is outlined below.

	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Approval of Engineering Proposal	February 22, 2016	



Engineering Due Diligence (Survey & Wetlands)	February 23, 2016	March 22, 2016
Prepare Design Plans	March 23, 2016	April 22, 2016
Submission to NJDEP	April 25, 2016	June 24, 2016*
Bidding Period Services	June 9, 2016	June 30, 2016
Project Award	July 11, 2016	
Pre-Construction Meeting	July 18, 2016	
Anticipated Construction Duration	July 20, 2016	August 20, 2016

***The NJDEP permitting timeframe is an estimate based on experience with similar projects. Therefore, timing is subject to change based on the specific backlog at NJDEP at the time of submission and any comments offered.**

***The FEMA deadline for this project is August 31, 2016.**

FEE PROPOSAL

Maser will perform the above-referenced services for a **total cost not to exceed \$39,000.00.**

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 2016 Borough Engineering contract.

PERMIT FEES

Fees for applications and permits are the obligation of and are to be paid by the Borough.

EXCLUSIONS

This proposal does not include inspections associated with the construction of improvements. Upon receipt of bids, Maser will provide a proposal for Construction Administration.

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.



Douglas R. Marvin, Administrator

NPT-537P

February 17, 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 Clearwater Detention Basin Repairs. 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', with a long horizontal flourish extending to the right.

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

ARH/mat

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