

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2016-145

Council Meeting Date: 04-11-2016

Date Adopted: 04-11-2016

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER
CONSULTING, P.A. FOR PROFESSIONAL ENGINEERING SERVICES
REGARDING ATHLETIC FIELD RENOVATION – OAKWOOD PARK

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

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 April 6, 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 \$30,000.00, and said funds are available from the following accounts:

15-262-915-3-40027

\$30,000.00

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 April 6, 2016.

APPROVED, this 11th day of April, 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 11th day of April, 2016.

Wendi B. Barry, Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

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April 6, 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. At this time, it is our understanding that the Borough wishes to move forward with full design and preparation of a complete bid package. Therefore, this Proposal includes a geotechnical and stormwater investigation, completion of design, construction drawings, a drainage report, continued vendor and utility coordination, a refined cost estimate, bid specifications, submission to the Somerset-Union Soil Conservation District (SCD) and bidding services. Accordingly, the anticipated scope of services is outlined below:

SCOPE OF SERVICES:

PHASE 1.0 GEOTECHNICAL ENGINEERING SERVICES

GEOTECHNICAL INVESTIGATION

The purpose of these services is to establish the subsurface profile and provide geotechnical design parameters for the proposed light tower foundation design (to be performed by others).

Scope of Services

1. Perform field stakeout of the test boring locations using project drawings.
2. Retain a non-Union Drilling Contractor to mobilize one (1) truck-mounted drill rig and complete up to three (3) test borings at the proposed light towers, over one (1) working day. Test borings will be advanced to a depth of 25 feet or to auger refusal, whichever occurs first. Rock coring is currently excluded from our scope of services. Two of these borings are within the approximate alignment of the proposed retaining wall and will be provided in the bid package for reference.



3. Provide full-time, on-site technical observation of the work of the Drilling Contractor. Technical observation will be performed by a Geotechnical Technician/Engineer under the direct supervision of the project Geotechnical Engineer.
4. Obtain representative soil samples encountered within the zone of influence of the proposed construction. Laboratory testing is at the discretion of the Geotechnical Engineer [but is likely to include grain-size distribution (by mechanical sieve and/or by hydrometer), Atterberg limits, and moisture contents]. In addition, a topsoil evaluation will be performed on three (3) samples obtained from the existing ball fields to determine their suitability for re-use.
5. Prepare test boring logs indicating the types of soil and depth to encountered groundwater.
6. Compile field and laboratory data to develop an understanding of the subsurface conditions at the light tower locations. This information will be used in engineering analyses to recommend appropriate geotechnical-related parameters for drilled shaft design and retaining wall design.
7. Upon completion of the analyses, prepare a geotechnical engineering letter report that will include discussions of the site and subsurface conditions encountered, as well as conclusions and recommendations for the design and construction of the light pole foundations and site walls (less than 6 feet tall). The report will also include the test boring location plan, test boring logs, and the results of the laboratory testing.

Test Boring Procedures

The test borings will be advanced by a conventional ATV-mounted drill rig utilizing hollow-stem auger drilling techniques. Representative soil samples will be obtained continuously from the surface to a depth of ten (10) feet, and then at a standard five (5) foot interval. Soil samples will be obtained from within the borehole by means of a standard two (2) inch outside-diameter split spoon sampler advanced in accordance with ASTM Designation D-1586 for the Standard Penetration Test. At the conclusion of each day, the boreholes will be backfilled with the auger cuttings. If excess cutting occurs, they will be mounded at each borehole location.

Test borings will be performed under the full-time, on-site technical observation of a representative of Maser Consulting. Our representative will maintain logs of the explorations as the work proceeds. Soil samples will be field-classified only in accordance with the Burmister Soil Classification System. The samples will be stored for a period of 60 days from the date of our report, unless otherwise negotiated with you. Topsoil samples will be obtained from the existing ball field by hand-dug test pits. Restoration of the test pits is excluded from our scope of services.



Due to the nature of the work, some disturbance and settlement should be anticipated after the completion of the test borings. Soil may be mounded at each location. However, should settlement occur, it will be the Client's option to maintain the grade at each test location after we demobilize from the site. This Proposal excludes site restoration other than backfilling the test borings with the excavated soils.

Our subcontractor shall be responsible for contacting the One Call System; however, the Client is responsible for providing us with available utility information. Neither Maser Consulting nor our subcontractors can be held responsible for any damage caused to underground utilities or structures that are not marked out in the field by others, or accurately shown on the plans provided to us.

Exclusions

This Proposal does not include the following items within the quoted fee:

- Mobilization of other drilling equipment besides one ATV-mounted drilling rig.
- Grouting of boreholes. All borings are expected to be less than 25 feet in depth.
- Removal of excess spoils from the site. Excess spoils will be mounded at the boreholes.
- Repair of incidental site disturbances or settlement of test boring backfill after demobilization from the site.
- Exploratory or analytical testing, interpretations, or conclusions related to determination of potential chemical, toxic, radioactive, or other type of contaminants on site.

STORMWATER TESTING

The scope of services proposed under this task is to identify the seasonal high water table (SHWT) in accordance with current NJDEP BMP requirements.

We propose to provide the following scope of services:

Scope of Services

1. Direct the Township's backhoe operator to excavate two (2) test pits adjacent to the existing shallow basins.
2. Provide full-time technical observation of the work of the Excavation Contractor. Technical observation will be performed by Geotechnical Technicians or Geologists under the direct supervision of the project Geotechnical Engineer;



3. Prepare and evaluate test pit logs showing the types of soils and depth to groundwater encountered adjacent to the proposed stormwater management basins, and estimated seasonal high water table;
4. Present the results of our subsurface exploration for stormwater basin design in the form of a letter report for use by the design team.

Test Pit Procedures

Due to the nature of the work, some incidental disturbance of the grounds (i.e. tire ruts, soil stains, soil mounds, etc.) and settlement should be anticipated after the completion of the test pits. Test pits will be backfilled in a series of lifts immediately after their completion or at the end of the day. Each lift will be tamped with the backhoe bucket.

If excess spoils are realized, they will be mounded at the test location. Some settlement may occur after the completion of the tests. However, should settlement occur, it will be the Client's option to maintain the grade at each test location after we demobilize from the site. This Proposal excludes any site restoration.

Explorations will be performed under the full-time technical observation of a representative of Maser Consulting. Our representative will maintain logs of the explorations as the work proceeds and collect tube permeameter samples.

Exclusions

This Proposal does not include the following items within the quoted fee:

- Laboratory testing.

PHASE 1.0 GEOTECHNICAL ENGINEERING SERVICES ***\$10,500.00**
***Cost not to exceed**

PHASE 2.0 FINAL DESIGN DOCUMENTS & BIDDING SERVICES

Utilizing the preliminary design documents prepared under a separate contract, Maser Consulting will prepare complete construction drawings, specifications, a refined cost estimate and the application package for submission to the Somerset-Union Soil Conservation District (SCD). In addition, a bid package will be prepared and bidding services through project award is included.

The construction drawings will include a Cover Sheet, Existing Conditions & Demolition Plan, General Notes & Legend, Site Dimension Plan, Grading, Drainage & Utility Plan, Landscape & Lighting Plan, Soil Erosion & Sediment Control Plan and Construction Details. The drainage design will be refined and detailed within the construction drawings. Drainage calculations demonstrating compliance with applicable regulations will be prepared and summarized in a drainage report. Coordination with vendors and utility providers will continue to ensure the necessary information is obtained for a complete bid package.



The construction cost estimate will be refined to reflect the final design and quantities. Maser Consulting will prepare specifications, both supplemental and technical, for all site improvement items that are specified within the design drawings for incorporation into the bid package. The specifications will be prepared in the latest NJDOT format, as amended.

This phase includes the preparation of an application package for submission to the Somerset-Union Soil Conservation District (SCD) for Soil Erosion and Sediment Control Certification. The application, detention basin summary form and fee schedule will be prepared and submitted with the completed construction plans, drainage report and application fee for review by the SCD. Upon issuance of the Certification, the NJPDES Stormwater Discharge Permit Request For Authorization (RFA) can be submitted. 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.

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 additional project meetings up to the point of bid award, as required.

PHASE 2.0 FINAL DESIGN DOCUMENTS & BIDDING SERVICES *\$19,500.00
***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>
Final Design Documents	April 12, 2016	May 24, 2016
Authorization to Bid	May 2, 2016	
Bidding Period Services	May 25, 2016	June 30, 2016
Project Award	July 11, 2016	
Pre-Construction Meeting	July 20, 2016	
Anticipated Construction Period	August 2016	November 2016



FEE PROPOSAL

Maser will perform the above-referenced services for a **total cost not to exceed \$30,000.00**. A Proposal for construction administration services will be submitted under separate cover at the time of bid award.

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

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

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 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/dw