

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2017-251

Council Meeting Date: 10-10-2017

Date Adopted: 10-10-2017

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER
CONSULTING, P.A. FOR PROFESSIONAL ENGINEERING SERVICES
REGARDING NJDEP INDUSTRIAL STORM WATER PERMITTING

Councilperson Kapner 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 2017-018 to provide professional engineering services; and

WHEREAS, Maser Consulting Services has submitted a proposal dated October 7, 2017 indicating they will provide professional engineering services specific to the New Jersey Department of Environmental Protection Industrial Storm Water Permitting for the New Providence Wastewater Treatment Plant and Department of Public Works Facility, for an amount not to exceed \$12,500.00; and

WHEREAS, the fees assessed with this proposal are contained in said contract; and

WHEREAS, the maximum amount of the proposal is not to exceed \$12,500.00, and said funds are available from the following accounts:

7-01-20-165-200-000000

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 October 7, 2017.

APPROVED, this 10th day of October, 2017.

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 10th day of October, 2017.

Wendi B. Barry, Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

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October 2, 2017

VIA EMAIL

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

Re: NJDEP Industrial Storm Water Permitting – NJPDES Category 5G2
Proposal for Engineering Services
Borough of New Providence, Union County, New Jersey
MC Project No. NPT-580P

Dear Mr. Marvin:

Maser Consulting P.A. (Maser Consulting) is pleased to submit this proposal for professional engineering services associated with the New Jersey Department of Environmental Protection (NJDEP) Industrial Storm Water Permitting for the New Providence Wastewater Treatment Plant and DPW Facility. As you are aware, earlier this year the NJDEP identified the need for a General Industrial Stormwater Permit NJ0088315 – Category 5G2 for the above facility. The purpose of this permit is to regulate stormwater runoff from the property to the Borough storm conveyance system, surrounding properties and/or surrounding water bodies. The permit requires initial preparation and submission of the 5G2 Certification Form, as well as the initial preparation of a Stormwater Pollution Prevention Plan (SPPP). Long term administration of the permit requires Annual Certification that is anticipated to be performed by the Borough personnel operating the facility, provided the SPPP has not changed.

Therefore, the subject of this proposal includes a site visit, coordination with Anthony Carnevale and Jim Johnston, Facility Operators; the initial preparation and submission of the 5G2 Certification Form; initial preparation of a Stormwater Pollution Prevention Plan (SPPP); coordination with the NJDEP, as needed; and an allocation for minor revisions to the SPPP based on potential NJDEP comments. Please note, this proposal assumes that the previously prepared survey for the property will be acceptable as a base map for the SPPP, therefore survey work is not included.

Accordingly, our office anticipates the following services:

PHASE 1.0 – SITE RECONNAISSANCE AND DUE DILIGENCE

Utilizing the previously prepared survey for the property, our office will perform a site visit to identify the stormwater management components on-site. Any differences between the survey and current on-site conditions will be identified and marked up in sketch format. In addition, we will



discuss the current operation and maintenance of the property as it relates to the required stormwater management permit with Borough personnel. We will provide coordination and correspondence with NJDEP to keep them updated regarding the status of the submission and request any required items for preparation of the documents.

PHASE 1.0 - SITE RECONNAISSANCE AND DUE DILIGENCE **\$2,500.00**

PHASE 2.0 – SPPP PREPARATION

This phase includes the preparation of the SPPP in accordance with N.J.A.C. 7:14A per the requirements of the Basic Industrial Stormwater GP – NJ0088315 (5G2). The SPPP will include: an inventory of source materials used, stored or otherwise located on-site; permits for the site; a SPPP Map; a list on Best Management Practices (BMPs) implemented on-site; a maintenance plan for all structural and non-structural BMPs; an inspection schedule to include monthly and annual inspections, as well as monthly maintenance and corrective actions taken; spill report forms; a Spill Prevention Control and Countermeasure Plan (SPCC Plan) (if applicable); Discharge Prevention, Containment and Countermeasure Plan (DPCC Plan) (if applicable); Discharge Cleanup and Removal Plan (DCR Plan) (if applicable); and protocol for annual employee training.

The SPPP map indicated as one of the SPPP elements above will utilize the previously prepared survey for the property as a base map. The map will include the property boundary, site features, site structures, paved areas and access roads, all stormwater control features including but not limited to drainage patterns, stormwater conveyances, overland flow, swales, ditches, piping, basins and the location of stormwater discharges, the location where treated water discharges to waters of the State and the delineation of the areas regulated by the permit. These items will be labeled and the appropriate notes will be provided on the map.

The SPPP will be compiled in a binder so it can be kept on-site at the treatment plant at all times.

PHASE 2.0 – SPPP PREPARATION **\$6,500.00**

PHASE 3.0 – NJDEP SUBMISSION

As part of this phase, Maser will prepare the NJDEP 5G2 Certification Form and submit same to the NJDEP for review and comment. Our office will coordinate with the NJDEP, as required, to ensure the documentation as provided is acceptable. Any supplemental or ancillary items requested by NJDEP that do not constitute as separate scope will be submitted and tracked. An allocation is included in this Phase for minor revisions to the SPPP map as requested by NJDEP. Copies of the submission, as well as blank forms, will be provided to the Facility Operators for future Annual Certification submissions.

PHASE 3.0 – NJDEP SUBMISSION **\$3,500.00**



Maser Consulting will provide the services outlined in PHASES 1.0, 2.0 and 3.0 for a **COST NOT TO EXCEED \$12,500.00.**

PROJECT SCHEDULE

The following is the anticipated project schedule:

	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Council Award	September 2017	
Site Reconnaissance	September 2017	October 2017
SPPP Preparation	October 2017	October 2017
NJDEP Submission	October 2017	

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 NJDEP Industrial Storm Water Permitting for the Wastewater Treatment Plant and DPW Facility. 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 placed below the company name.

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

ARH/PJ/mat