

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2017-252

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 ELKWOOD AVENUE ROADWAY IMPROVEMENTS

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
September 27, 2017 indicating they will provide professional engineering services
relating to Elkwood Avenue Roadway Improvements, for an amount not to exceed
\$18,500.00; 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 \$18,500.00,
and said funds are available from the following accounts:

C-04-55-974-290-404900

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 September 27,
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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September 27, 2017

VIA EMAIL

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

Re: Elkwood Avenue Roadway Improvements (Section 1 – FY2017)
Proposal for Engineering Services
Borough of New Providence, Union County, New Jersey
MC Project No. NPT-589P

Dear Mr. Marvin:

As you are aware, the Borough of New Providence has received a grant from the New Jersey Department of Transportation (NJDOT) totaling \$195,000.00 for the improvements to Elkwood Avenue (Section 1). The grant is part of NJDOT's Municipal Aid Program and funding is made available from the Transportation Trust Fund (TTF). The conditions of the grant require the Borough to award a construction contract within eighteen (18) months from the date of execution of the agreement with NJDOT. It is our understanding that the Borough intends to supplement the NJDOT funding with Borough funds in an amount of approximately \$20,000.00 to complete the portion of Elkwood Avenue from Passaic Street to the intersection with Wellings Road. This portion of roadway improvements is estimated at approximately \$215,000.00. It should be noted that this proposal has been prepared assuming that the Borough will not utilize the Morris County Cooperative Pricing Council to construct the improvements.

Maser Consulting P.A. (Maser Consulting) is pleased to submit this proposal for professional engineering services associated with the improvements to Elkwood Avenue including; the preparation of construction specifications/design documents, the administration of the NJDOT grant process for the project funding and bidding services. Accordingly, our office anticipates the following services:

PHASE 1.0 - DESIGN DOCUMENTS

As the project is utilizing NJDOT funding, Maser Consulting will prepare construction specifications/design drawings for roadway improvements to Elkwood Avenue from Passaic Street to the intersection with Wellings Road. Design documents will be prepared in accordance with NJDOT requirements and specifications, and upon completion, will be submitted to NJDOT for approval and authorization to commence construction.

The construction specifications/design documents will include; the replacement of curbs, sidewalks, and concrete driveway aprons (as necessary) and the milling/resurfacing of Elkwood Avenue from Passaic Street to the intersection with Wellings Road. In addition, all ADA curb



ramps will be reconstructed and detectable warning surfaces installed for compliance with current ADA regulations. Finally, additional items will include roadway base repair (as necessary), resetting of various structures, installation of bicycle safe grates, installation of NJDEP approved curb pieces, reconstruction of drainage structures (as necessary) and roadway striping. Our office will also prepare a comprehensive cost estimate detailing the scope of the proposed improvements.

PHASE 1.0 - DESIGN DOCUMENTS (NOT TO EXCEED) \$13,500.00

PHASE 2.0 - NJDOT GRANT ADMINISTRATION

This phase includes the efforts required to administer the NJDOT Local Aid process for all milestones throughout the project. In addition to the required updates in the NJDOT SAGE (System for Administering Grants Electronically) system, our office will submit the design documents to the NJDOT and provide continued correspondence and coordination with NJDOT representatives to confirm the project approach and obtain their concurrence. Maser Consulting will also coordinate and prepare the required documentation for the NJDOT grant at the required milestones throughout the project to ensure the funding reimbursement to the Borough.

PHASE 2.0 – NJDOT GRANT ADMINISTRATION (NOT TO EXCEED) \$2,500.00

PHASE 3.0 - BIDDING SERVICES & MEETINGS

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

PHASE 3.0 – BIDDING SERVICES & MEETINGS (NOT TO EXCEED) \$2,500.00

Maser Consulting will provide the services outlined in PHASES 1.0, 2.0 and 3.0 for a **COST NOT TO EXCEED \$18,500.00**. Please note, Construction Administration and Inspection are NOT included in this proposal. A proposal for those services will be prepared and provided to the Borough upon opening of contractor bids. The hourly rates utilized for the project will be in accordance with the Borough Engineering Contract previously approved by Mayor and Council.

PROJECT SCHEDULE

The following is the anticipated project schedule:

	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Preparation of Construction Specifications/Design Documents	October 2017	October 2017
NJDOT Concurrence	October 2017	November 2017



Authorization to Bid	November 13, 2017	
Advertise for Bidding	November 2017	
Bid Opening	December 2017	
Council Award	January 2018	
Preconstruction Meeting	February 2018	
Construction	March 2018	April 2018

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 Elkwood Avenue Roadway 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/PJ/mat