

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2019-061

Council Meeting Date: 01-28-2019

Date Adopted: 01-28-2019

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER
CONSULTING, P.A. FOR PROFESSIONAL ENGINEERING SERVICES
FOR THE PROJECT KNOW AS 2019 SANITARY SEWER LINING

Councilperson Muñoz submitted the following resolution, which was duly seconded
by Councilperson Geoffroy.

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 January
23, 2019 indicating they will provide professional engineering design and bidding
services relating to the 2019 Sanitary Sewer Lining Project, for an amount not to
exceed \$26,000.00; 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 \$26,000.00,
and said funds are available from the following accounts:

C-04-55-974-455-404900

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 January 23, 2019.

APPROVED, this 28th day of January, 2019.

RECORD OF VOTE

	AYE	NAY	ABSENT	NOT VOTING
CUMISKEY	X			
DESARNO	X			
GENNARO	X			
GEOFFROY	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 28th day of January, 2019.

Wendi B. Barry, Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

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January 23, 2019

VIA EMAIL

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

Re: 2019 Sanitary Sewer Lining
Proposal for Engineering Design & Bidding Services
Borough of New Providence
Union County, New Jersey
MC Project No. NPT-623P

Dear Mr. Marvin:

Maser Consulting P.A. (Maser Consulting) is pleased to present the following proposal for professional engineering services for the proposed Sanitary Sewer Lining project. The New Providence Superintendent of Wastewater Operations is currently completing the list of desired sewer lining areas for our office to evaluate. It is our understanding that Inflow and Infiltration (I & I) of rainwater and groundwater into the system, as well as age, has been identified as an issue along the Borough sanitary sewer infrastructure. The project scope includes cleaning and video inspection of the indicated section of sanitary sewer piping, lining several sections of pipe between manholes, repair and/or reconstruction of sanitary sewer manholes and an allocation for isolated excavations to repair pipe sections not suitable for lining. Accordingly, our office will review and utilize available mapping of the existing system, coordinate with the Borough Sewer Department to evaluate and obtain information for each sanitary sewer manhole within the project limits, prepare plans and specifications along with a complete bid package, prepare a cost estimate and provide bidding services.

It is our understanding that \$425,000 of Borough funding is available for lining of sanitary sewers and repair of sanitary manholes. The scope of the lining and repairs will be tailored to the funds available to complete the work.

The proposed Scope of Services below outlines the work Maser Consulting anticipates completing.



SCOPE OF SERVICES

PHASE 1.0 – DESIGN & BIDDING SERVICES

The leading cause of I & I within sanitary sewer systems is outdated and damaged sewer mains and laterals. Cracks, disjointed pipe couplings, root intrusion, and collapsed sanitary sewer pipe, as well as leaky manholes, allow groundwater and rainwater to enter into the system, mixing with sanitary waste and producing high flows within the system. Sewer lining and sewer spot lining is a common effective, inexpensive, and low disturbance method to rehabilitate existing sanitary sewer mains that are cracked and/or disjointed. Sewer lining has been used effectively to rehabilitate sewer mains all over the world for decades. Although sewer lining is effective in many cases, there are instances where a portion of the sewer main is in such disrepair that an isolated area must be excavated to replace a section. If an area requires excavation and replacement, it will be identified during the review of the video inspections.

Plans and Specifications Information provided by the Borough, available sanitary sewer mapping, tax maps and aerial mapping will be utilized to prepare location maps of the proposed improvement area. A matrix providing information for each structure along with direction for necessary repairs will be prepared. Maser Consulting will prepare Specifications, both supplemental and technical, for cleaning, video inspection and improvements to the piping and manholes. More specifically, the sanitary sewer lining bid documents will include sanitary sewer cleaning, video inspection, root cutting, manhole-to-manhole lining, spot lining, and an allocation for replacement (excavation) of small sections of the sewer main. The technical specifications will be prepared in the latest NJDOT format, as amended. The overall Bid Specification will include the standard Borough front end along with the site proposal sheet and supplemental project specific information as required.

Construction Cost Estimate – Maser Consulting will finalize the Construction Cost Estimate (CCE) based on the completed bid package.

Final Bid Documents – 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 the bid package for their use. Maser Consulting will coordinate bidding services through our Mt. Arlington office.



PHASE 2.0 – CONSTRUCTION OBSERVATION AND ADMINISTRATION

After updating the project specifications with current Borough information, Maser Consulting will furnish the Borough with two (2) signed and sealed complete sets of the bid package (Construction Plans and Specifications) for their use.

Maser Consulting will coordinate bidding services through our Mt. Arlington office. Upon award of the construction contract to the lowest responsive and responsible bidder, Maser Consulting shall coordinate a Pre-Construction meeting with the contractor and the Borough. During construction, Maser Consulting shall monitor the contractor's performance and enforce the adherence to the contract documents and project schedule.

Maser Consulting shall provide the Borough with part-time on-site construction administration services during the sewer lining and manhole repair operations which is estimated to last approximately eight (8) weeks in order to properly oversee the contractor and ensure that construction methods, material thickness and material are utilized during this time period.

In addition, Maser Consulting anticipates that there will be approximately one (1) week for the contractor to complete the punch list items. Maser Consulting will utilize the same construction administrator on the site for the entirety of the project mentioned above in order to provide consistency for the project.

Daily observation reports will be retained by Maser Consulting regarding the project. Maser Consulting shall review and prepare contractor's payments as well as change orders (if necessary). If unacceptable work or material is supplied by the contractor, immediate corrective action shall be taken by Maser Consulting on behalf of the Borough. Maser Consulting will review the submittals for the projects including shop drawings provided by the contractor.

Prior to completion, a final punch list shall be created by the construction administrator and completion deadlines shall be scheduled for all open items. Upon completion of the punch list items, a final site visit shall be scheduled with the contractor and the Borough to close out the project.

PROJECTED SCHEDULE

The estimated schedule for the project is outlined below:

<u>Task</u>	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Approval of Engineering Proposal	January 28, 2019	-



Prepare Bidding Documents	January 2019	February 2019
Bidding Period Services	February 2019	March 2019
Contract Award	April 2019	-
Pre-Construction Meeting	April 2019	-
Anticipated Construction Start	May 2019	June 2019
Project Closeout	June 2019	July 2019

FEE AGREEMENT:

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the Scope of Services.

PHASE 1.0 – DESIGN & BIDDING SERVICES	\$ 6,500.00
<u>PHASE 2.0 – CONSTRUCTION OBSERVATION AND ADMINISTRATION</u>	<u>\$ 19,500.00</u>
Total Not to Exceed	\$ 26,000.00

The above Engineering Services will be provided on an incremental basis not to exceed the listed amount. This Contract and Fee Schedule is based upon the Borough Engineering Contract Authorized by the Borough of New Providence.

The Borough CFO should also review and discuss this agreement with the appropriate Borough staff regarding allocation of the appropriate funding and/or bond ordinance for said Engineering Services.

PROJECT DELIVERABLES

Bid packages will be distributed and coordinated through our Mt. Arlington office. Two (2) final bid documents will be provided to the Borough prior to bidding.

REIMBURSABLE EXPENSES

Reimbursable expenses including delivery, printing, copying, postage and other reproducible costs for the above-mentioned deliverables are included within this agreement and are included in the project cost.



EXCLUSIONS

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Borough Engineering Agreement, is deemed necessary, then Maser Consulting may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services. Unanticipated additional services regarding engineering efforts will be in accordance with the Schedule of Hourly Rates on file with the municipality. No extra services will be performed without authorization from the Borough.

If you find this agreement acceptable, please forward a copy of the Resolution of Approval to this office. This will constitute approval of the proposed services.

We thank you very much for the opportunity to offer our services and look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this agreement, 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/mjo/mt

cc: Wendi Barry (New Providence Borough Clerk)
Michael J. O'Krepky, P.E. (Maser Consulting)
Kevin Boyer, P.E. (Maser Consulting)