

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2019-233

Council Meeting Date: 10-15-2019

Date Adopted: 10-15-2019

TITLE RESOLUTION ACCEPTING THE PROPOSAL OF MASER CONSULTING, P.A. FOR PROFESSIONAL ENGINEERING AND CONSTRUCTION ADMINISTRATION SERVICES REGARDING THE 2016 SAFE ROUTES TO SCHOOL GRANT

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

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 provide professional engineering services; and,

WHEREAS, Maser Consulting Services has submitted a proposal dated September 20, 2019 indicating they will provide professional engineering and construction administration services relating to the 2016 Safe Routes to School Grant Program, for an amount not to exceed \$5,600.00; 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 \$5,600.00, and said funds are available from the following accounts:

C-04-55-978-290-404900 \$5,600.00

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 September 20, 2019.

APPROVED, this 15th day of October, 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 15th day of October, 2019.

Wendi B. Barry, Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

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www.maserconsulting.com

September 20, 2019

VIA EMAIL

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

Re: Professional Services Proposal
Safe Routes to Schools (SRTS) 2016
Various Sidewalk Improvements
Borough of New Providence
Union County, New Jersey
MC Project No. NPT-567P

Dear Mr. Marvin:

Maser Consulting P.A. is pleased to submit this proposal for professional services to assist the Borough with the implementation of the Safe Routes to Schools (SRTS) 2016 Project, in the Borough of New Providence NJ.

Note, that this project has been awarded funding from the Federal Highway Administration (FHA) in the amount of \$462,000.00. The estimated cost of construction cost based on the proposal prepared by LV5 is \$500,822.83.

The following scope of services has been separated into phases so that it may be more easily reviewed.

SCOPE OF SERVICES

Upon award of the contract, Maser Consulting shall provide the following services:

PHASE 1.0 PROJECT OVERSIGHT

Our office will oversee the implementation of the Funding Agreement with the FHA to ensure compliance with the reporting policies and conditions stipulated in such agreement. We will coordinate with Borough to ensure properly documentation is completed throughout the design of the project. It is understood that LV5 is the awarded professional authorized to prepared design plans. To date, LV5 has been authorized to proceed with Preliminary Engineering Activities for an amount of \$94,859.74 pursuant to the letter of authorization issue by the New





Jersey State Department of Transportation (NJDOT) dated July 15, 2019. Our office will advise the Borough as to submittal requirements and conditions as stipulated and agreed upon in the funding agreement. Services on this phase will continue to completion of the design and construction documents up until bidding.

Phase 1.0 – Not to Exceed **\$5,600.00**

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.

<u>PHASE 1.0 PROJECT OVERSIGHT</u>	<u>\$5,600.00</u>
Total Not to Exceed	\$5,600.00

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.

REIMBURSABLE EXPENSES

Reimbursable expenses including delivery, printing, copying, postage and other reproducible costs for the above-mentioned deliverables are not included within this agreement and will be billed based on the Contract and Fee Schedule for the Borough Engineering Contract Authorized by the Borough of New Providence.

EXCLUSIONS

Any service associated with the following items is specifically excluded from the scope of professional services within this agreement:

- Construction administration;
- Design and Construction Document preparation and assistance;
- Permitting with outside agencies;
- Project surveying;
- Construction stakeout services;
- Utility mark-out coordination; and
- Traffic Safety Control.



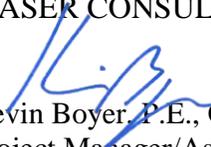
Mr. Douglas R. Marvin, Administrator
MC Project No. NPT-567P
September 20, 2019
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If you find this proposal acceptable, please forward a copy of the Resolution of Approval for this Proposal and Authorization to Bid to this office. This will constitute approval of the proposed work.

Thank you for the opportunity to offer our services for the Safe Routes to Schools 2016 Project. 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.



Kevin Boyer, P.E., C.F.M.
Project Manager/Associate

KEB/ljb

cc: Wendi Barry (WBARRY@newprov.org)
Andrew Hipolit (ahipolit@maserconsulting.com)
Debbie Wood (dwood@maserconsulting.com)
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