

**RESOLUTION NO. 2016-83**

**WHEREAS**, the Township Council of the Township of Aberdeen is in need of professional engineering environmental services associated with Woodfield Area Water System Rehabilitation Project; and

**WHEREAS**, Michael McClelland, CME Associates submitted a proposal on October 21, 2015 for aforementioned engineering services.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Aberdeen that the Mayor And Clerk are authorized to execute an agreement with CME Associates for a cost not to exceed the sum of \$43,354.00, in accordance with a proposal dated October 21, 2015, attached hereto and made part of this resolution.

This agreement is made without competitive bidding as a “professional service” under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)a(I).

**BE IT FURTHER RESOLVED** that this resolution is subject to the Township Manager’s certification of availability of Township of Aberdeen funds.



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October 21, 2015

Holly Reycraft, Township Manager  
Township of Aberdeen  
One Aberdeen Square  
Aberdeen, New Jersey 07747

**Re: Proposal for Professional Engineering Services for the  
Woodfield Area Water System Rehabilitation Project  
Our File No.: PAB00320.02**

Dear Ms. Reycraft:

Thank you for considering our Firm for the above referenced work and allowing us to submit this proposal for professional services associated with the rehabilitation of the water system in the Woodfield Area of Aberdeen Township.

## INTRODUCTION

We understand that the scope of the proposed water system rehabilitation includes upgrades to the Township's water distribution system within the Woodfield Area. The rehabilitation will include the replacement of existing water mains, valves, hydrants and water services to the curb stop along Euclid Avenue, Willow Avenue, Spring Lawn Avenue, Charles Street, Anna Avenue, Grand Avenue and Ruth Street.

It is our understanding that the design, bid and construction of this project will be performed in conjunction with the Woodfield Area Wastewater Collection System Project. Our proposal has considered all the elements required to provide the services described below and our Firm has the capabilities of providing the necessary engineering and field investigation services associated with the project.

## SCOPE OF SERVICES

We anticipate that the professional services associated with the Woodfield Area Water System Rehabilitation Project will consist of the necessary assistance in securing funding through the New Jersey Environmental Infrastructure Trust (NJEIT) and design for the construction of the new facilities. Many other aspects of the work have either previously been completed by our office or are included in our proposal dated August 21, 2014 for the Woodfield Area Wastewater Collection System Project.

## PHASE I – NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST APPLICATION

### Task 1 – Planning Document

The first phase of the project consists of the preparation of the required Planning Document and Letter of Intent for submission to the New Jersey Environmental Infrastructure Trust (NJEIT). These



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documents have been prepared and submitted by our office on October 8, 2015 as required to be considered for eligibility for financing in the 2017 SFY.

### **Task 2 – Loan Application**

With regard to the loan application, we anticipate preparing the loan application for submission. The loan application will be submitted with preliminary plans and specifications for review by the NJEIT.

### **Task 3 – NJEIT Coordination**

This task generally consists of the coordination with the NJEIT through the planning and design phases of the project. Comments and questions generated by the NJEIT will be responded to in order to secure the low interest financing.

## **PHASE II – DESIGN**

### **Task 1 – Design of Improvement and Plans and Specifications**

With regard to the design phase for the project, we anticipate meeting with representatives of the Township prior to commencing the design phase in order to review the project schedule and other preliminary issues. The design of the water system will be prepared on base maps and engineering drawings previously prepared by our office for the construction of the wastewater collection system within the Woodfield Area.

## **PHASE III – PERMIT ACQUISITION**

Concerning the permit acquisition phase of the project, we anticipate submitting a complete application for the permits outlined below and our scope of services will include one (1) plan revision to comply with the review agency comments. It is anticipated that all permit fees will be paid directly by the Township.

### **Task 1 – NJDEP Bureau of Water System Engineering**

We anticipate obtaining the approval from the NJDEP Bureau of Water System Engineering for the rehabilitation of the water system in the Woodfield Area. The work includes the preparation of a design report to respond to NJDEP criteria including necessary calculations and other design related information.

## **COST PROPOSAL**

Accordingly, based on the above outlined scope of services, we find that the necessary Professional Services included in Phases I, II and III can be provided for the lump sum fee of **\$43,354.00**



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## **SUMMARY**

Our hourly rates shall be firm until January 1, 2016 after which they may be subject to renegotiation. Invoices shall be paid within 30 days of presentation of same. In accordance with State requirements, the Township has our Affirmative Action Statement and Business Registration Certificate on file.

It is not anticipated that CAFRA, or Green Acres permits/approvals will be required and therefore are excluded from the scope of this proposal. It is anticipated that the Township will directly pay all permit fees.

Our contract documents will include work that requires the contractor to be responsible for all applicable OSHA and other regulatory agency requirements, as well as safety, construction means and methods, and the usual other requirements that are normally included in our standard specification.

Our proposal does not include services related to property acquisition, bid phase services, construction phase services, excavation of test pits, determination of potential contaminants found on the site or the preparation of permits other than those listed, that may be required for the proposed project.

It is anticipated that the water system rehabilitation will be designed on the previously prepared design drawings and base maps for the Woodfield Area Wastewater Collection System Project.

Thank you for allowing our Firm to submit this proposal and we look forward to continuing to serve the Township. Should you have any questions concerning this matter, please do not hesitate to contact this office.

Very truly yours,  
CME ASSOCIATES

Michael J. McClelland, P.E.  
Partner

MJM/md

cc: