

**RESOLUTION NO. 2016-105**

**WHEREAS**, the Township Council of the Township of Aberdeen is in need of professional engineering services associated with 2017 Road Improvement Program – County Road; and

**WHEREAS**, CME Associates submitted a proposal on August 15, 2016 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 \$78,400.00, in accordance with a proposal dated August 15, 2016, 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.



JOHN H. ALLGAIR, 1983-01  
DAVID J. SAMUEL, P.E., P.P.  
JOHN J. STEFANI, P.E., L.S., P.P.  
JAY B. CORNELL, P.E., P.P.  
MICHAEL J. McCLELLAND, P.E., P.P.  
GREGORY R. VALESI, P.E., P.P.

TIMOTHY W. GILLEN, P.E., P.P.  
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TREVOR J. TAYLOR, P.E., P.P.  
BEHRAM TURAN, P.E.

August 15, 2016

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

**Re: Proposal for Professional Services for the  
2017 Road Improvement Program - County Road  
Our File No. PAB00660.01**

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 above reference Project.

**INTRODUCTION**

We have reviewed the scope of services for the Project, and we have visited the roadway in order to familiarize ourselves with the Project limits.

Based upon meetings and discussions with Township Representatives, we understand that the Township is considering the following improvements:

- County Road (Contract A) (from the Railroad Tracks through the intersection of Stemler Drive/Jason Street) – Mill and Pave
- County Road (Contract B) (from east of the intersection of Stemler Drive/Jason Street to west of the intersection of Salem Place) – Mill and Pave

We understand that the scope of the proposed improvements generally includes the milling and paving of County Road. Restoration includes asphalt pavement milling, removal of asphalt pavement, the installation of dense graded aggregate base course and hot mix asphalt base course as necessary, hot mix asphalt surface course overlay, the removal and replacement of concrete curb where necessary, traffic striping and signage and maintenance and protection of traffic during the improvements.

It should be noted that these improvements are funded by two (2) separate grants through the NJDOT Municipal Aid Program. In accordance with NJDOT funding guidelines, the Project will be split into two (2) separate contracts which will be bid together. Contract A will be funded with a grant in the amount of \$240,000.00 through the Fiscal Year 2015 Municipal Aid Program, and Contract B will be funded with a grant in the amount of \$250,000.00 through the Fiscal Year 2016 Municipal Aid Program. We understand that the Township desires to adjust the limits of County Road as necessary in an effort to complete the improvements within the grant amounts. Accordingly, the County Road estimates below reflect the limits specified; however, same is subject to change during the design phase in order to meet the grant amount.

- County Road (Contract A) Preliminary Construction Cost Estimate: \$210,000.00
- County Road (Contract B) Preliminary Construction Cost Estimate: \$251,000.00





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Township Manager  
Re: 2017 Road Improvements Program  
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It should also be noted that the NJDOT has issued a notice calling for the cessation of active work on all projects financed through the Transportation Trust Fund Account (TTFA). County Road (MA 2016) has been included on the NJDOT list of projects affected by the stop work order.

It is our understanding that the improvements proposed herein will be bid and constructed in conjunction with the 2017 Road Improvement Program and our proposal has been prepared accordingly. Our proposal has considered the elements of the work as discussed with the Township, and our Firm has the capabilities of providing the necessary land surveying and engineering services associated with the Project.

#### SURVEY, BASE MAPPING AND DESIGN FOR COUNTY ROAD IN CONJUNCTION WITH 2017 BUDGET YEAR ROAD PROGRAM

We anticipate that the Professional Services associated with County Road will consist of the necessary topographic survey and base mapping, design, permitting, plan and specification preparation for the milling and paving of County Road (Contract A) (from the Railroad Tracks through the intersection of Stemler Drive/Jason Street) and County Road (Contract B) (from east of the intersection of Stemler Drive/Jason Street to west of the intersection of Salem Place).

#### DESIGN PHASE SERVICES

##### PHASE I - DESIGN

###### TASK 1 - SURVEY, BASE MAPPING, AND SUBSURFACE EVALUATION

Concerning the survey and base mapping, we anticipate performing field surveys to establish baselines, locate topographic features, establish vertical control, and obtain cross-section data at 50' intervals along County Road within the defined Project limits. Cross section elevations will be taken at the roadway centerline, at the top and bottom of curb, and will extend a distance of 10' from the right-of-way line, where accessible. Spot elevations will be taken, if and where required, in order to supplement the cross-section data, including elevations at driveways in order to eliminate potential conflicts.

We intend to prepare plan and profile base maps at a scale of 1" = 30', or other appropriate scale. Where possible the locations of existing utilities will be compiled and added to the plans, if and where necessary.

###### TASK 2 - DESIGN OF IMPROVEMENTS, 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. Plans will be prepared in plan and profile format.

Additionally, we anticipate providing individual curb ramp details for proposed curb ramps along County Road. Curb ramp details will be prepared at a suitable scale to provide ADA conforming curb ramps.



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Township Manager  
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We will identify the locations of potential utility conflicts during the design phase and request that the utility companies provide test pit data for same.

In addition to the pre-design meeting, we anticipate meeting with representatives of the Township when the plans are 50% and 90% complete. The plans will be revised to comply with Township comments and preliminary cost estimates will be submitted for Township review at the 50% and 90% complete review meetings.

#### PHASE I - COST PROPOSAL

Accordingly, based upon the above outlined scope of services, we find that the necessary surveying, base map preparation, design, plan and specifications for County Road (Contract A) and County Road (Contract B) can be provided for the lump sum fee indicated below based upon the following breakdown:

Task 1 - Surveying and Base Map Preparation	\$13,209.00
Task 2 - Design, Plans and Specifications	<u>\$25,647.00</u>
Phase I Subtotal	<b>\$38,856.00</b>

#### PHASE II – PERMIT ACQUISITION

Concerning the permit acquisition phase of the project, we anticipate obtaining the required Soil Erosion and Sediment Control Plan Certification under our previous authorization for the 2017 Road Improvement Program.

#### PHASE III – FUNDING AGENCY COORDINATION

As you know, this Project is partially funded through two Municipal Aid Grants from the NJDOT Transportation Trust Fund (TTF) Program. Accordingly, final plans, specifications and construction cost estimates will be submitted to the NJDOT in accordance with State Aid guidelines for approval prior to bidding. Additionally, due to the proximity of the railroad crossing to the County Road limits, the Project must also be submitted for review by the NJDOT, Railroad Engineering and Safety Unit. We also anticipate periodically monitoring the NJDOT SAGE website for any posted review comments and/or requests for information pertaining to the Municipal Aid Grant.

#### PHASE III - COST PROPOSAL

Accordingly, based upon the above outlined scope of services, we find that the necessary funding agency coordination phase services can be provided for the lump sum fee indicated below:

Phase III Subtotal	\$7,274.00
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Township Manager  
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#### **PHASE IV - BID PHASE SERVICES**

We anticipate that the Bid Phase Services for County Road will be paid for under our previous authorization for the 2017 Road Improvement Program.

#### **COST PROPOSAL**

Accordingly, based upon the above outlined scope of services, we find that the necessary phase services can be provided for the lump sum fee indicated below:

**Phase I, II, III and IV Total      \$46,130.00**

#### **CONSTRUCTION PHASE SERVICES**

We will provide construction phase services based on our attached hourly rate schedule and the actual time necessary to provide these services since same could vary considerably depending upon the contractor awarded the Project and the final scope of work.

For budgeting purposes, we have preliminarily estimated the cost for anticipated construction phase services at ~~\$32,270.00~~, based upon the required tasks and the anticipated contract completion time of 60 calendar days.

#### **SUMMARY**

Our hourly rates shall be firm until January 1, 2017 after which they may be subject to re-negotiation. Invoices shall be paid within 30 days of presentation of same.

Our contract documents will include wording 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 specifications.

Please note that the above estimate does not include costs associated with easement and/or right of way acquisition mapping and metes and bounds descriptions for property acquisition other than those listed, nor do they include bonding fees, or legal fees. In addition, the above costs do not include subsurface investigations.

Our proposal does not include permit fees or the preparation of permits other than those listed, nor does it include demonstration of offsite stability if required by the Freehold Soil Conservation District.

Your return of a signed copy of this proposal indicating your acceptance to the terms and conditions presented herein will represent your authorization for us to proceed.





Ms. Holly Reycraft  
Township Manager  
Re: 2017 Road Improvements Program  
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Thank you again for permitting our Firm to submit this proposal, and we look forward to serving your municipality.

Should you have any questions regarding this matter, do not hesitate to contact this office.

Very truly yours,  
CME ASSOCIATES

Michael J. McClelland, P.E.  
Township Engineer's Office

ACCEPTED BY: \_\_\_\_\_

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

ATTESTED BY: \_\_\_\_\_

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016





JOHN H. ALLGAIR, PE, PP, LS (1983-2001)  
DAVID J. SAMUEL, PE, PP, CME  
JOHN J. STEFANI, PE, LS, PP, CME  
JAY B. CORNELL, PE, PP, CME  
MICHAEL J. McCLELLAND, PE, PP, CME  
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LOUIS J. PLOSKONKA, PE, CME  
TREVOR J. TAYLOR, PE, PP, CME  
BEHRAM TURAN, PE, LSRP

July 29, 2016

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

**Re: 2017 Road Improvement Program  
County Roadway Estimates  
Our File No.: AB00022.13**

Dear Ms. Reycraft:

In accordance with your request, we have prepared budgetary cost estimates for the following improvements which we understand will be included with the 2017 Road Improvement Program. Based upon meetings and discussions with Township Representatives, we understand that the Township is considering the following improvements:

- County Road (Contract A) (from the Railroad Tracks through the intersection of Stemler Drive/Jason Street) – Mill and Pave
- County Road (Contract B) (from after the intersection of Stemler Drive/Jason Street to before the intersection of Salem Place) – Mill and Pave

It should be noted that these improvements are funded by two (2) separate grants through the NJDOT Municipal Aid Program. In accordance with NJDOT funding guidelines, the Project will be split into two (2) separate contracts, which will be bid together. Contract A will be funded with a grant in the amount of \$240,000.00 through the Fiscal Year 2015 Municipal Aid Program, and Contract B will be funded with a grant in the amount of \$250,000.00 through the Fiscal Year 2016 Municipal Aid Program. We understand that the Township desires to adjust the limits of County Road as necessary in an effort to complete the improvements within the grant amounts. Accordingly, the County Road estimates below reflect the limits specified; however, same is subject to change during the design phase in order to meet the grant amount.

It should also be noted that the NJDOT has issued a notice calling for the cessation of active work on all projects financed through the Transportation Trust Fund Account (TTFA). County Road (MA 2016) has been included on the NJDOT list of projects affected by the stop work order.

The preliminarily estimated construction costs and engineering costs for the aforementioned improvements are listed below. It should be noted that the engineering costs include design, bid and construction phase services.



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Township Manager  
Re: 2017 Road Improvement Program

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**NJDOT Trust Funds:**

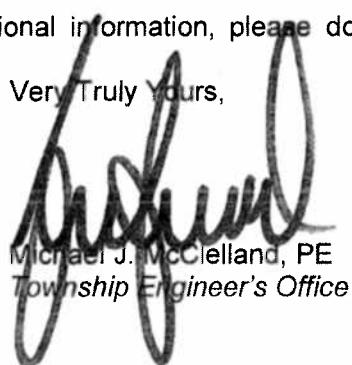
<u>Street Name</u>	<u>Improvement Description</u>	<u>Preliminary Construction Cost</u>	<u>Preliminary Engineering Cost</u>	<u>Total</u>
1. County Road - Contract A (from the railroad tracks through the Stemler Dr./Jason St. intersection)	Mill and Pave	* \$210,000.00	* \$35,700.00	* \$245,700.00
2. County Road - Contract B (from after the intersection of Stemler Drive/Jason Street to before the intersection of Salem Place)	Mill and Pave	* \$251,000.00	* \$42,700.00	* \$293,700.00

\* These costs do not include storm sewer improvements.

**County Road (Contract A) - 2015 NJDOT Grant Amount: \$240,000.00**  
**County Road (Contract B) - 2016 NJDOT Grant Amount: \$250,000.00**

Should you have any questions or require additional information, please do not hesitate to contact this office.

Very Truly Yours,

  
Michael J. McClelland, PE  
Township Engineer's Office

MM/GO/ah  
cc: Angela Morin, Chief Financial Officer