

## **RESOLUTION NO. 2017-113**

**WHEREAS**, the Township Council of the Township of Aberdeen is in need of professional engineering services associated with 2017 Road Improvement Program Final Design and Construction Phase Services; and

**WHEREAS**, CME Associates submitted a proposal on November 22, 2017 for aforementioned engineering services.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Aberdeen that the Manager and Clerk are authorized to execute an agreement with CME Associates for a cost not to exceed the sum of \$675,000.00 and authorizing partial payment of \$450,000, in accordance with a proposal dated November 22, 2017, 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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ROBERT J. RUSSO, PE, PP, CME

October 10, 2017

*Amended November 22, 2017*

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

**Re: Proposal for Final Design and Construction Phase Services  
2017 Road Improvement Program  
Our File No. PAB00660.01/PAB00217.05**

X-03-3-797-212

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 Final Design and Construction Administration Phase Services for the 2017 Road Improvement Program.

### Phase 1

Please be advised that the following items are to be included in the scope of work related to the Phase 1 portion of the project:

- Coordination with lighting vendors to provide the Township information to make a decision to utilize solar lighting or hard wire lighting;
- Provide cost estimates for comparison purposes of the solar v. hardwire option;
- Prepare plan/profile sheets, cross sections and specifications to incorporate the requested hard wire lighting option;
- Coordinate with JCP&L regarding available power, type of transformer required for the lighting;
- Design of gazebo and associated foundation and lighting. Prepare structural plans and details for same;
- Obtain necessary permits for the Raritan Bay Asphalt Trail, including detailed surveying and land use permits from NJDEP. Apply for and receive a Tidelands



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License as required by the NJDEP Land Use Dept. Complete and submit an application for Management Rights on behalf of the Township.

- Survey and base mapping for Phase 1 of County Road;
- Preliminary/Final design of plans and specifications and resubmission to NJDOT for approval;
- Perform revisions to plans, specs for bidding purposes in order to comply with NJDOT requirements for County Road Phase 1;
- Survey and base mapping and design of Lakeview Way as part of the West Concourse design;
- Provide water meter details and revise plan/profile sheets to indicate location of same on plans for West Concourse;
- Survey and base mapping and design of the extension of the mill/resurfacing of 7<sup>th</sup> Street.
- Assist the Township in arranging and conducting pre-construction meeting with the Contractor, utility companies, NJDOT and Township representatives;
- Receive, review, and approve as applicable, shop drawings and other submittals from the Contractor for the commencement of the Raritan Bay Asphalt Trail and County Road Phase 1 & 2;
- Perform on-site observation of items of work and review test results and construction materials to be utilized by the contractor including a site observation presence for the duration of the County Road construction and Raritan Bay Asphalt Trail that will commence in the Phase 1 portion of the construction administration;
- Measure all pay items of work for the Contractor's monthly estimates. Prepare monthly estimates of payment to the Contractor and determine the amount owed to the Contractor, including the measurement and/or calculation of quantities involved and review Contractor requests for payment in such amounts on the



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basis that work has progressed to the point indicated and that the quality of work is in accordance with the construction contract documents;

Accordingly, based upon the above outlined scope of services, we find that the above Phase 1 portion of the project can be provided for an amount of **\$450,000.00**.

### **Phase 2**

At this time, the scope of work included in the Phase 2 portion of the project that will be required to be performed is as follows:

- Receive, review, and approve as applicable, shop drawings and other submittals from the Contractor for the commencement of the remaining roadways to be constructed in the Spring of 2018 and the continuation of the Raritan Bay Asphalt Trail when the weather permits;
- Perform on-site observation of items of work and review test results and construction materials to be utilized by the contractor including a site observation presence for the work that was not performed under Phase 1 and the continuation of the Raritan Bay Asphalt Trail that was started in the Phase 1 portion of the construction administration;
- Monitor the Contractor's construction layout and observe the installation of all elements of the project;
- Measure all pay items of work for the Contractor's monthly estimates. Prepare monthly estimates of payment to the Contractor and determine the amount owed to the Contractor, including the measurement and/or calculation of quantities involved and review Contractor requests for payment in such amounts on the basis that work has progressed to the point indicated and that the quality of work is in accordance with the construction contract documents;
- Participate in the final observation of the completed work. Measure all pay items of work, and prepare the final estimate of payment to the Contractor;
- Provide coordination with NJDOT and other Agencies as required for the closeout of the County Road.



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Accordingly, based upon the above outlined scope of services, we find that the Phase 2 portion of the project can be provided for an amount of **\$225,000.00**.

In summary, the total cost contained in this proposal is listed as follows:

Phase 1:	\$450,000.00
Phase 2:	\$225,000.00
Total:	\$675,000.00

Accordingly, based upon the above outlined scope of services, we find that the final design and construction administration can be provided for an amount not to exceed **\$675,000.00**. Please note that the above phasing costs may vary depending on the actual time required to construct the improvements; however the total fees will not be exceeded without prior authorization from the Township.


The hourly rates upon which this proposal is based shall be firm until January 1, 2018 after which they may be subject to re-negotiation.

Thank you again for permitting our firm to submit this proposal, and we look forward to continuing to serve the Township of Aberdeen.

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

Very truly yours,

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

ACCEPTED BY: 

THIS 28<sup>th</sup> DAY OF November, 2017

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

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017