

**RESOLUTION NO. 2020-69**

**WHEREAS**, the Township Council of the Township of Aberdeen is in need of professional engineering services associated with the 2020 Road Improvement Program; and

**WHEREAS**, CME Associates submitted a proposal on April 14, 2020 for aforementioned engineering services for a cost not to exceed the sum of \$662,191.00; and

**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 \$662,191.00, in accordance with a proposal dated April 14, 2020, 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** the Director of Finance has certified to the Township Manager that there are available sufficient funds for the purpose of award of this contract in the Capital Budget under the following line item appropriation of said budget to which this contract will be properly charged: X-03-6-100-203 - \$342,000.00 and X-03-6-100-103 - \$320,191.00.

JOHN H. ALLGAIER, 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  
GREGORY R. VALES, PE, PP, CME



TIM W. GILLEN, PE, PP, CME (1991-2019)  
BRUCE M. KOCH, PE, PP, CME  
LOUIS J. PLOSKONKA, PE, CME  
TREVOR J. TAYLOR, PE, PP, CME  
BEHRAM TURAN, PE, LSRP  
LAURA J. NEUMANN, PE, PP  
DOUGLAS ROHMEYER, PE, CFM, CME  
ROBERT J. RUSSO, PE, PP, CME  
JOHN J. HESS, PE, PP, CME

April 14, 2020

Mr. Bryan Russell  
Township Manager  
Township of Aberdeen  
One Aberdeen Square  
Aberdeen, New Jersey 07747

**Re: Proposal for Professional Services for the  
2020 Road Improvement Program  
Township of Aberdeen  
Our File No. PAB00667.01**

Dear Mr. Russell:

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 referenced Project.

#### INTRODUCTION

In preparing the scope of services for this Project, site visits were completed on all the roadways in order to familiarize ourselves with the existing conditions.

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

- Cornell Way – Full Reconstruction
- Courtland Lane – Full Reconstruction
- County Road (Cliffwood Avenue to Gordon Street) – Mill and Resurface (2019 Municipal Aid Recipient)

The proposed scope of improvements for Courtland Lane and Cornell Way generally consists of roadway excavation, the installation and/or removal and replacement of concrete curb, sidewalks and driveway aprons where necessary, furnishing and installation of stone subbase, dense graded aggregate base course, hot mix asphalt base course, hot mix asphalt surface course, storm drainage improvements, traffic striping and signage, maintenance and protection of traffic during the improvements, and associated work.

The proposed scope of improvements for County Road generally includes asphalt pavement milling, removal and replacement of existing roadway base where necessary, curb replacement at each intersection to install depressed curbs for handicap ramps with detectable warning surface where required, adjusting castings to grade, traffic stripes and pavement markings, and the construction of hot mix asphalt surface pavement on the roadways within the project limits.



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The total construction cost for this Project has been preliminarily estimated at \$3,882,330.00, which is dependent on the actual magnitude of improvements deemed necessary during the design phase.

*SURVEY, BASE MAPPING AND DESIGN FOR THE 2020 ROAD IMPROVEMENT PROGRAM*

Professional Services associated with the 2020 Road Improvement Program will consist of the necessary topographic survey and base mapping, design, permitting, plan and specification preparation for the proposed improvements on Cornell Way (from Courtland Lane to Terminus); Courtland Lane (from Cambridge Drive to Chilton Lane); and County Road (from Cliffwood Avenue to Gordon Street).

**PHASE I - DESIGN**

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

Concerning the survey and base mapping, we anticipate performing field surveys to establish existing right-of-way lines, baselines, locate topographic features, establish vertical control, and obtain cross-section data at 50' intervals along Cornell Way, Courtland Lane, and County Road within the defined project limits. In addition, cross section elevations will be taken at the roadway centerline for Courtland Lane and Cornell Way, at the top and bottom of curb, and will extend a distance of approximately 40' from the roadway centerline. 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.

Base maps will be prepared 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 for Courtland Lane and Cornell Way will be prepared in plan and profile format. Plans for County Road will not include profiles.

Additionally, individual curb ramp details will be prepared for proposed curb ramps throughout the project limits. Curb ramp details will be prepared at a suitable scale to provide ADA conforming curb ramps.



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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 Cornell Way, Courtland Lane, and County Road can be provided for the lump sum fee indicated below based upon the following breakdown:

Task 1 - Surveying and Base Map Preparation	\$60,019.00
Task 2 - Design, Plans and Specifications	<u>\$253,098.00</u>
<b>Phase I Subtotal</b>	<b>\$313,117.00</b>

**PHASE II – PERMIT ACQUISITION**

Concerning the permit acquisition phase of the Project, we anticipate submitting complete applications for the permits outlined below, and our scope of services will include one (1) plan revision to comply with review agency comments. In addition, we will request the required application fees, and we understand the Township will provide these expenses to CME separate from this contract.

We anticipate submitting the required applications for Soil Erosion and Sediment Control Plan Certification to the Freehold Soil Conservation District and Request for Authorization (RFA) for stormwater discharge associated with construction activity to the New Jersey Department of Environmental Protection as necessary, in accordance with the above Scope of Services.

**PHASE II - COST PROPOSAL**

Accordingly, based upon the above outlined Scope of Services, we find that the necessary permit application and plan preparation associated with the Soil Erosion and Sediment Control Plan Certification can be provided for the lump sum fee indicated below:

<b>Phase II Subtotal</b>	<b>\$5,492.00</b>
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**PHASE III – FUNDING AGENCY COORDINATION**

As you know, County Road is funded through the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2019 Municipal Aid Program from the NJDOT Transportation Trust Fund (TTF). 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, we 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:

<b>Phase III Subtotal</b>	<b>\$5,724.00</b>
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**PHASE IV - BID PHASE SERVICES**

We anticipate that Bid Phase Services will generally include the furnishing of twenty (20) sets of plans and specifications prior to advertisement for bids; coordination with prospective bidders during the bid period; issuance of any addenda required; attendance at the bid opening, and the preparation of a report recommending award of the project.

**PHASE IV - COST PROPOSAL**

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

<b>Phase IV Subtotal</b>	<b><u>\$6,766.00</u></b>
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<b>Phase I, II, III and IV Total</b>	<b>\$331,099.00</b>
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### **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 \$328,892.00**, based upon the required tasks and the anticipated contract completion time of 300 calendar days.

In addition, please note that NJDOT Guidelines for State Aid Projects require that pavement cores be taken and analyzed at the completion of the project. **Accordingly, we recommend that the Township budget an additional \$2,200.00 for the costs associated with the coring.**

### **SUMMARY**

Our hourly rates shall be firm until January 1, 2021 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, 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.



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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.

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, PE, PP, CME  
Township Engineer's Office

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

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020

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

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020