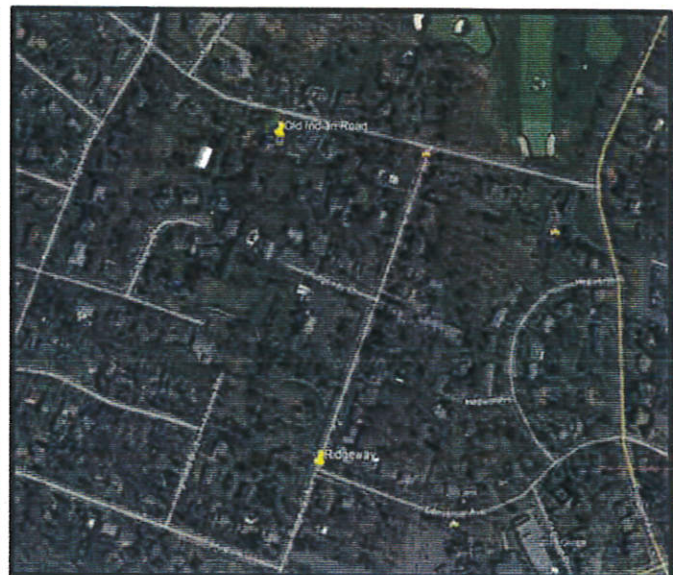
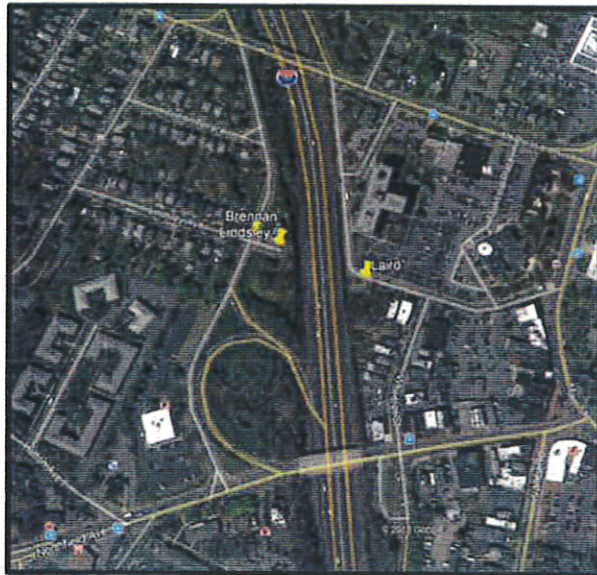


REQUEST FOR PROPOSAL FOR
PROFESSIONAL ENGINEERING & SURVEYING SERVICES FOR IMPROVEMENTS TO

**LAIRD DRIVE, LINDSLEY AVENUE, BRENNAN DRIVE,
RIDGEWAY AVENUE & OLD INDIAN ROAD**

TOWNSHIP OF WEST ORANGE, ESSEX COUNTY, NEW JERSEY



Submitted to:

Leonard R. Lepore, Municipal Engineer
Director of Public Works
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052

Submitted by:

Keller & Kirkpatrick, Inc.
Civil/Structural Engineering & Surveying
301 Gibraltar Drive, Suite 2A
Morris Plains, NJ 07950

April 1, 2019

Original

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Civil / Structural Engineering • Surveying • Land Planning • Landscape Architecture

Keller & Kirkpatrick, Inc.

Matthew L. Martini, PLS, PP, President

Muhammed Assal, PE, CME
Thomas J. Aslanian, PE
Kevin S. Bogerman, PLS
Cheryl Campbell, PLS
Andrew Cangiano, PE, PP, CME

Arthur J. Elias, PE, PP, CME
Edward J. Formichella, PLS, PP
Andrew D. Henderson, PLS
Frederick J. Henkel, Jr., PLS
Chas. Holloway, PE, PP, CME

Stanley Pilny, PLS
Paul M. Szmaida, LLA
William E. Thomas, PLS, PP
Michael A. Wallo, PE, CME

April 1, 2019

Leonard R. Lepore, Municipal Engineer
Director of Public Works
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052

RE: Response to Request for Proposals for Professional Engineering and Surveying Services
Improvements to Laird Drive, Lindsley Avenue, Brennan Drive, Ridgeway Avenue and
Old Indian Road

Dear Mr. Lepore:

Keller & Kirkpatrick, Inc. is very interested in performing Professional Engineering, Surveying, and Construction Management Services as outlined in your March 11, 2019 Request for Proposals.

We have performed similar services for the Township of West Orange and are cognizant of the need for the Township's satisfaction with the technical quality of this project, while considering budget constraints. Keller & Kirkpatrick has also performed numerous projects which received grants under the New Jersey Transportation Trust Fund (NJTTF) program, and we are quite familiar with their requirements. We satisfactorily completed the 2018 Street Improvements, Phase IIA, which was performed under an expedited schedule.

We understand the Township intends to advertise for bids on this project by June 15, 2019, pending NJDOT Local Aid approval.

Our December 4, 2018 Qualifications Statement submitted to the Township demonstrates that our experienced staff have the expertise necessary to accomplish the project.

Enclosed please find our Proposal to Provide Professional Engineering and Surveying Services for your review, dated April 1, 2019.

We are pleased to have this opportunity to be of continued service to the Township of West Orange and hope you will find our proposal favorable. We would be happy to provide additional information or assistance as your needs dictate. My direct line is (973) 434-8349.

Very truly yours,


Andrew Cangiano, PE, PP
Director of Engineering

AC/rem

SCOPE OF SERVICES

Keller & Kirkpatrick, Inc. understands that the Township of West Orange requires engineering, surveying, and construction management services necessary for the **Improvements of Laird Drive, Lindsley Avenue, Brennan Drive, Ridgeway Avenue, and Old Indian Road**. Throughout the firm's 47-year history, we have provided capital improvement project design to dozens of New Jersey municipalities. We have also served as the municipal engineer for various municipalities throughout the firm's existence. We are very experienced in providing road reconstruction design, plans, specifications and contract documents of a professional nature in a cost effective and timely manner.

We recommend commencing our work with a start-up meeting. This will allow us to understand your concerns and can advance the project in an expeditious manner.

Professional services will include base map preparation, engineering design, and the preparation of construction plans with detour plans suitable for the public bid.

We have reviewed the proposed tasks contained in the RFP, visited the site, and we believe we have a clear understanding of the goals of this project.

The RFP specifies the following improvements for **Lindsley Avenue, Laird Drive, Brennan Drive, Ridgeway Avenue, and Old Indian Road (from Prospect Avenue to Ridgeway Avenue)**:

- Curb repairs where required
- Sidewalk and apron repairs where required
- New ADA Compliant Ramps at intersections and crosswalks
- New manhole frames and covers where required
- New drain inlet frames, grates, and curb pieced with bicycle safe grates and environmental heads
- Pavement repair
- Mill and resurface, 2 inches thick with leveling
- Field work and mapping

Old Indian Road, Ridgeway Avenue to North Edgewood Avenue will also include

- New granite block curb where none exists

The total length of roads is approximately 7,000 L.F., within a fifty-foot (50'±) right-of-way.

DESIGN SERVICES

A. Surveying & Base Mapping

Lindsley Avenue, Laird Drive, Brennan Drive, Ridgeway Avenue, and Old Indian Road (from Prospect Avenue to Ridgeway Avenue):

1. Keller & Kirkpatrick, Inc. will provide a field survey of ADA curb ramp locations. Field survey for curb ramps will be developed for production design plan sheets. The mapping will extend approximately 15' from the mid-point of the curb ramp both directions.
2. Utilizing Township tax maps and state aerial mapping as a base, and followed by obtaining field measurements, an accurate map of existing conditions will be prepared for each roadway to assure adequate data for design of the required improvements.
3. Using the base information and field information, the plans will depict the location of existing driveways, curbs and sidewalk, storm sewer structures, and other utilities.

Keller & Kirkpatrick, Inc. will provide a field survey of Old Indian Road, Ridgeway Avenue to North Edgewood Avenue, which will include, but will not be limited to, the following items:

1. Establishment of centerline of existing street;
2. Survey of centerline at 50' intervals;
3. Cross sections at 50' intervals and at all driveways. All sections will extend a sufficient distance beyond the right-of-way, as necessary to design the roadway and improvements and to provide a grade transition;
4. Centerline profile and fifty feet beyond the right-of-way into intersecting streets;
5. Using the base information and field information, the plans will depict the location of existing trees, walks, driveways, structures each side of the centerline for design purposes where there are significant breaks in grade;
6. Rim elevations of all storm and sanitary sewers and utility locations; and
7. Right of way will be shown from available Township Tax Map information.

B. Design and Bid Documents

1. Before commencing the design, we will meet with you to review the specific requirements, including reviewing each street in the field. We will coordinate our efforts with your Department throughout the project.
2. We will prepare engineering plans for each street at an anticipated scale of 1" = 20' utilizing the base mapping prepared under Task A.
3. Curb ramp design will detail the construction of ADA compliant curb ramps utilizing

NJDOT curb ramp standards and details.

4. Milling of existing pavement and construction of new 2" surface course of Hot Mix Asphalt
5. New manhole castings for sanitary sewer manholes, repair manholes as required and new catch basin frames, grates, curb piece, rebuild inlets as required.
6. We will prepare suitable detour plans for each roadway closure. Detour plans will depict detour routes with signage on to local and or County roadways as required for the roadway milling and resurfacing operations.
7. All design criteria will comply with the current NJDOT and MUTCD standards and specifications.
8. We will prepare a complete set of specifications.
9. A final Engineer's Estimate of Construction will also be prepared.
10. All plans and specifications will be in accordance with the New Jersey Transportation Trust Fund (NJTTF) Standard Specifications, and will submit them for review by the NJDOT Local Aid Office.
11. We will prepare and submit twenty (20) sets of Contract Documents.



Keller & Kirkpatrick

Personnel Assignments

ANTICIPATED PERSONNEL FOR PROJECT

For this project, Keller & Kirkpatrick will perform the work in its entirety. No sub-consultants will be needed. All work will be done entirely within Keller & Kirkpatrick's Engineering and Surveying Departments. **Andrew Cangiano, P.E., P.P., C.M.E.**, Principal Engineer, will be responsible for the overall design, contract adherence, overall project supervision and Quality Assurance-Quality Control (QAQC). He will be assisted by Engineering Department staff members **Muhammed Assal, P.E., C.M.E.**, and **Michael E. Pirog, E.I.T.,**.



Keller & Kirkpatrick

Project Schedule

PROJECT SCHEDULE

We are committed to adhering to the Township's goal to advertise for bids by **June 15, 2019**. We anticipate work will proceed within one (1) week after the award of contract. Keller & Kirkpatrick has the resources to complete the project in a timely fashion, and we are confident that we can achieve the Township's goal.

We have assumed an April 15, 2019 contract award and have prepared the following Project Schedule.

		Project Schedule		
		April 2019	May 2019	June 2019
	April 15, 2019 (Assumed Contract Award)			
1	Surveying Services	■		
2	Design of Preliminary Plans/Specs		■	
3	Township Review and Comment			■
4	Final Plans and Specifications			■



Keller & Kirkpatrick

Fee Schedule

Township of West Orange

**IMPROVEMENTS OF LAIRD DRIVE, LINDSLEY AVENUE,
BRENNAN DRIVE, RIDGEWAY AVENUE AND
OLD INDIAN ROAD**

FEE SCHEDULE

Design Services:

Fee:

Task 1:	Field Survey Work/Base Maps	\$5,500.00
Task 2:	Preparation of Contract Documents	\$16,400.00
TOTAL DESIGN SERVICES FEE:		\$21,900.00

Construction Stakeout (if Required)

Fee:

Stakeout of New Storm Structures and Curbs on Old Indian Road	\$2,200.00
TOTAL CONSTRUCTION STAKEOUT FEE:	\$2,200.00

Township of West Orange

IMPROVEMENTS OF LAIRD DRIVE, LINDSLEY AVENUE, BRENNAN DRIVE, RIDGEWAY AVENUE AND OLD INDIAN ROAD

FEE SCHEDULE – CONSTRUCTION

Construction Administration and Inspection Services:

Fee Range:

Task 1:	Construction Administration	\$2,000 - \$3,000
Task 2:	Construction Inspection	\$4,000 - \$6,000
TOTAL FEE:		\$6,000 - \$9,000

NOTES:

1. The fee ranges provided are for budgeting purposes.
2. We can adjust our fees to fit with the Township's needs. This includes performing only inspection services, or working on an hourly basis to supplement your staff.
3. The time required to perform the inspection portion of this phase is a function of the Contractor's schedule and time spent on diligently completing the project. Since we have no control over the progress of work, we have assumed the following hours in order to provide a fee range:

Inspection – 90 Day Contract (12 weeks)
(Assume 6 working weeks)

6 weeks at an average of 16 hours per week	=	96 Hours
<i>Total Inspection and Administration Time</i>		<i>96 Hours @ \$90.00 = \$8,640.00</i>

KELLER & KIRKPATRICK, INC.

HOURLY BILLING RATES – EFFECTIVE JANUARY 1, 2019

TOWNSHIP OF WEST ORANGE

PROFESSIONAL ENGINEER	\$ 160.00
SENIOR PROJECT MANAGER – ENGINEERING	\$ 145.00
SENIOR DESIGNER	\$ 110.00
DESIGNER	\$ 95.00
INSPECTOR	\$ 95.00
ENGINEERING TECHNICIAN	\$ 75.00
PROFESSIONAL LAND SURVEYOR	\$ 160.00
SENIOR PROJECT MANAGER SURVEYING	\$ 145.00
PROJECT SURVEYOR	\$ 110.00
PARTY CHIEF	\$ 95.00
INSTRUMENT PERSON	\$ 75.00
TECHNICAL TYPIST	\$ 55.00

Rates Subject to Change Annually



Keller & Kirkpatrick

Sample Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/19/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER PG Genatt Group LLC 3333 NEW HYDE PARK RD SUITE 409 NEW HYDE PARK NY 11042	CONTACT NAME: Karl Huckle PHONE (A/C, No, Ext): 516-869-8788 E-MAIL ADDRESS: khuckle@genattgrp.com FAX (A/C, No): 1-516-706-2973
INSURED Keller & Kirkpatrick Inc. (Morris Plains) 301 Gibraltar Drive, Suite 2A Morris Plains NJ 07950	INSURER(S) AFFORDING COVERAGE INSURER A : AGCS Marine Insurance Company INSURER B : Starr Indemnity & Liability Co INSURER C : Berkley Insurance Company INSURER D : Liberty Insurance Corporation INSURER E : INSURER F :

COVERAGES

CERTIFICATE NUMBER: 63435748

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC ☐ OTHER:		1000025533181	12/31/2018	12/31/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS		1000198538181	12/31/2018	12/31/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000		TH7-611-260851-028	12/31/2018	12/31/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	1000002543 1000002541	12/31/2018 12/31/2018	12/31/2019 12/31/2019	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A C	Property Professional Liability		MXI93055344 AEC901965700	12/31/2018 2/9/2018	12/31/2019 12/31/2019	Valuable Papers \$250,000 Each Claim \$1,000,000 Aggregate \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION 30 day notice applies

SAMPLE
FOR INFORMATIONAL
PURPOSES ONLY

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE