



TOWNSHIP OF WEST ORANGE

25 Lakeside Avenue, West Orange, New Jersey 07052

DEPARTMENT OF PUBLIC WORKS

Engineering Division

ROBERT PARISI
MAYOR

LEONARD R. LEPORE
Municipal Engineer
Director of Public Works

Tel: (973) 325-4160

Fax: (973) 669-9588

Email: Engineering@westorange.org

February 17, 2022

Trevor Taylor
CME
379 US Route 1 South, Suite 100
Monmouth Junction, NJ, 08852

RE: **REQUEST FOR PROPOSALS**
10 ROONEY CIRCLE
PICKLEBALL COURTS

Dear Mr. Taylor,

The Engineering Division of the Department of Public Works for the Township of West Orange requests proposals from firms providing both Civil and Engineering and Land Surveying Services, which are capable of preparing the necessary improvement plans, specifications and bid documents for the following recreational improvements:

1. Land Surveying Services:

- A. Topographic Survey within project limits;
- B. Establish horizontal control will be based on North American Datum 1983 (New Jersey State Plane Coordinate System-NAD 83) and North American Vertical Datum 1988 (NAVD 88);
- C. Benchmark(s) to be set on site for future use;
- D. Existing conditions/Survey Control plan;
- E. Coordinate utility mark-outs;

2. Civil Engineering Services:

- A. Develop color renderings;
- B. Design considerations for parking layout and reconfiguration;
- C. Drainage improvements as necessary;
- D. Pickleball courts layout, perimeter fencing, surface striping and netting;

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- E. Design considerations for post-tension concrete courts;
- F. Plan Set to include but not limited to Cover Sheet, Existing Conditions/Survey Control Plan, Demolition Plan, Construction Plan, Grading and Utility Plan, Soil Erosion and Sediment Control Plan and Details, and Construction Details;
- G. Prepare Lighting Layout Plan with LED throughout and construction details;
- H. Permitting coordination for all proposed site improvements;

3. Construction Administration Services:

Provide separate lump sum cost for construction administration services based on full-time inspection.

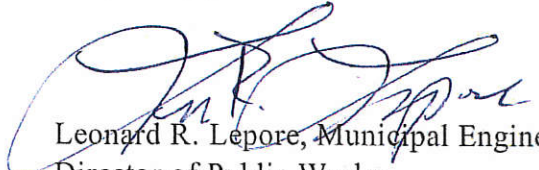
Survey delineating project area and Pickleball Concept is enclosed.

The cost of services shall be for a complete design and bid package including cost estimates, plans, specifications and bid documents (twenty copies) for bidding purposes including detour plans. All plan specifications and bid documents shall be in conformance with the latest New Jersey Department of Transportation specifications. Proposals shall be on a lump sum basis. Hourly rates shall be submitted with all proposals for any additional work.

It is the intent of this office to advertise for bids by Summer 2022 with construction in Summer and Fall 2022. Proposals shall be submitted in writing on or before 10:00 A.M. Monday, March 14, 2022 to the Department of Public Works, 25 Lakeside Avenue, West Orange, NJ 07052 and shall include a specified completion date or number of days required for completion of the work after approval is granted to proceed. Also, evidence of proper insurance shall be submitted for approval by the Township Attorney.

A separate proposal for construction inspection and certificates of completion should also be included if available from your firm.

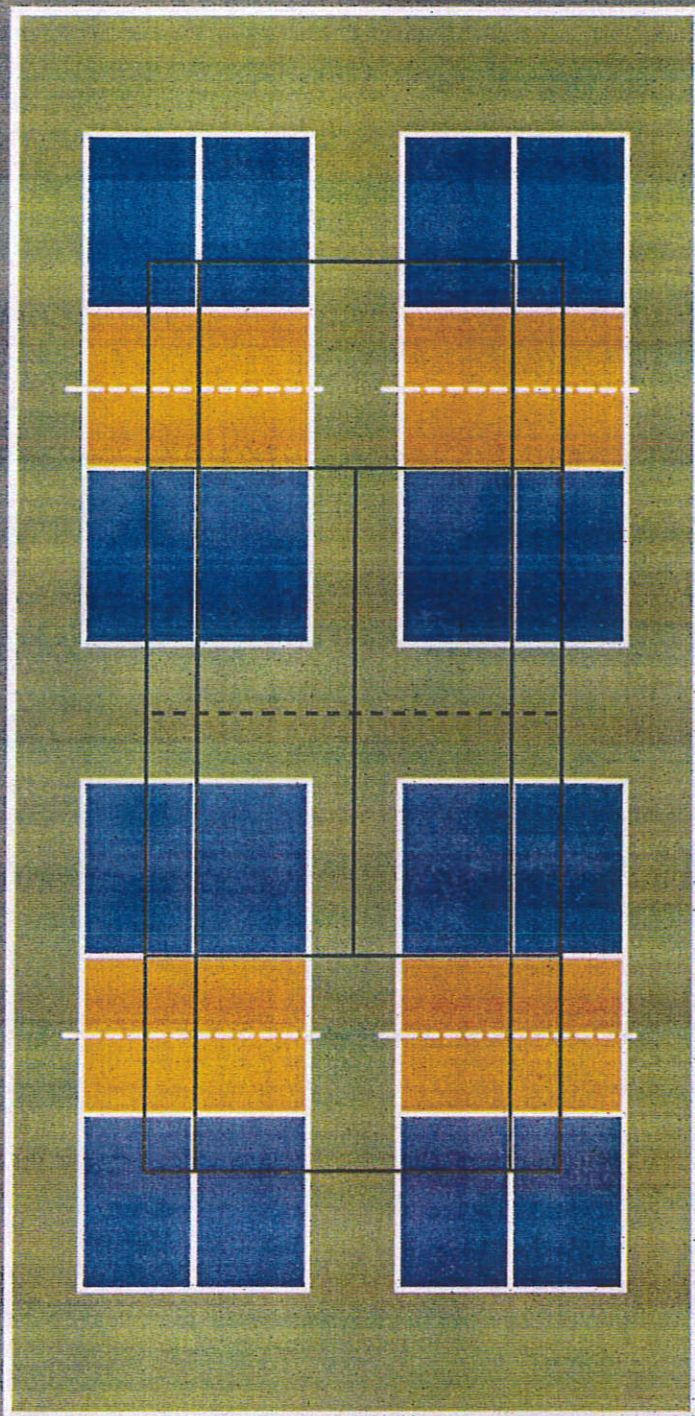
Very Truly yours,



Leonard R. Lepore, Municipal Engineer
Director of Public Works

LRL/zyc

TENNIS COURT CONVERTED TO PICKLEBALL COURTS



Total Play Area = 60 x 120 ft



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
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

March 11, 2022

Via Electronic (LLepore@westorange.org) & 1st Class Mail

Township of West Orange
Department of Public Works
25 Lakeside Avenue
West Orange, NJ 07052

Attn: Leonard R. Lepore, Municipal Engineer
Director of Public Works

**Re: *Proposal for Professional Engineering Services
Pickleball Courts Improvements at 10 Rooney Drive
Township of West Orange, Essex County, New Jersey
Proposal No. 2022-081***

Dear Mr. Lepore:

CME Associates is pleased to submit our proposal for Professional Land Surveying and Engineering services for the Pickleball Court Improvements located at 10 Rooney Drive in the Township. It is our understanding that the project includes the construction of four pickleball courts within the hot mix asphalt parking lot at 10 Rooney Drive, including the following:

- Parking Lot modifications;
- Drainage improvements;
- Pickleball court construction (post tension concrete to be reviewed)
- Perimeter fencing, surface striping and net installation; and,
- LED lighting for the courts.

We are capable of preparing the necessary base mapping, improvement plans, specifications and bid documents for the project. With this being said, our office anticipates the following scope of work:

1. **Survey and Base Map Services** – the work in this task will include the following:
 - A. Topographic Survey within project limits;
 - B. Establish horizontal control will be based on North American Datum 1983 (New Jersey State Plane Coordinate System-NAD 83) and North American Vertical Datum 1988 (NAYD 88);
 - C. Benchmark(s) to be set on site for future use;
 - D. Existing conditions/Survey Control plan;
 - E. Coordinate utility mark-outs;



Leonard R. Lepore, Municipal Engineer
Township of West Orange
Re: Pickleball Courts Improvements at 10 Rooney Drive

March 11, 2022
Proposal No.2022-081
Page 2

2. Construction Plans and Contract Documents

The work in this phase will involve preparing construction plans for the resurfacing of Pickleball Courts Improvements in accordance with the RFP requirements. Work in this phase will involve but not be limited to the following:

- A. Develop color renderings;
- B. Design considerations for parking layout and reconfiguration;
- C. Drainage improvements as necessary;
- D. Pickleball courts layout, perimeter fencing, surface striping and netting;
- E. Design considerations for post-tension concrete courts;
- F. Plan Set to include but not limited to Cover Sheet, Existing Conditions/Survey Control Plan, Demolition Plan, Construction Plan, Grading and Utility Plan, Soil Erosion and Sediment Control Plan and Details, and Construction Details;
- G. Prepare Lighting Layout Plan with LED throughout and construction details; and,
- H. Permitting coordination for all proposed site improvements.

Summary of Fee Estimates

1. Survey and Base Map Services.....	\$5,500.00
2. Construction Plans and Bid Documents.....	\$11,000.00
Total Lump Sum Fee	\$16,500.00

The above fee estimates are based on information provided to us by the Township. Should the scope of the project change requiring additional professional fees, we will detail same in writing and seek authorization prior to proceeding.

Schedule

We anticipate that the project will take approximately two (2) weeks for the survey and base map services and four (4) weeks for the design phase services for a total project schedule of six (6) weeks.



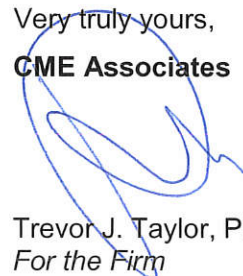
Leonard R. Lepore, Municipal Engineer
Township of West Orange
Re: Pickleball Courts Improvements at 10 Rooney Drive

March 11, 2022
Proposal No.2022-081
Page 3

Should you accept our fee estimate, kindly provide a purchase order or professional services Resolution authorizing same. Should you have any questions or wish to discuss the above further, please do not hesitate to contact this office.

Very truly yours,

CME Associates



Trevor J. Taylor, PE, PP, CME
For the Firm

TT: pv

Cc: Zayibeth Carballo, PE, PLS
Tina Benevento
Andrea Zeligman
Engineering@westorange.org