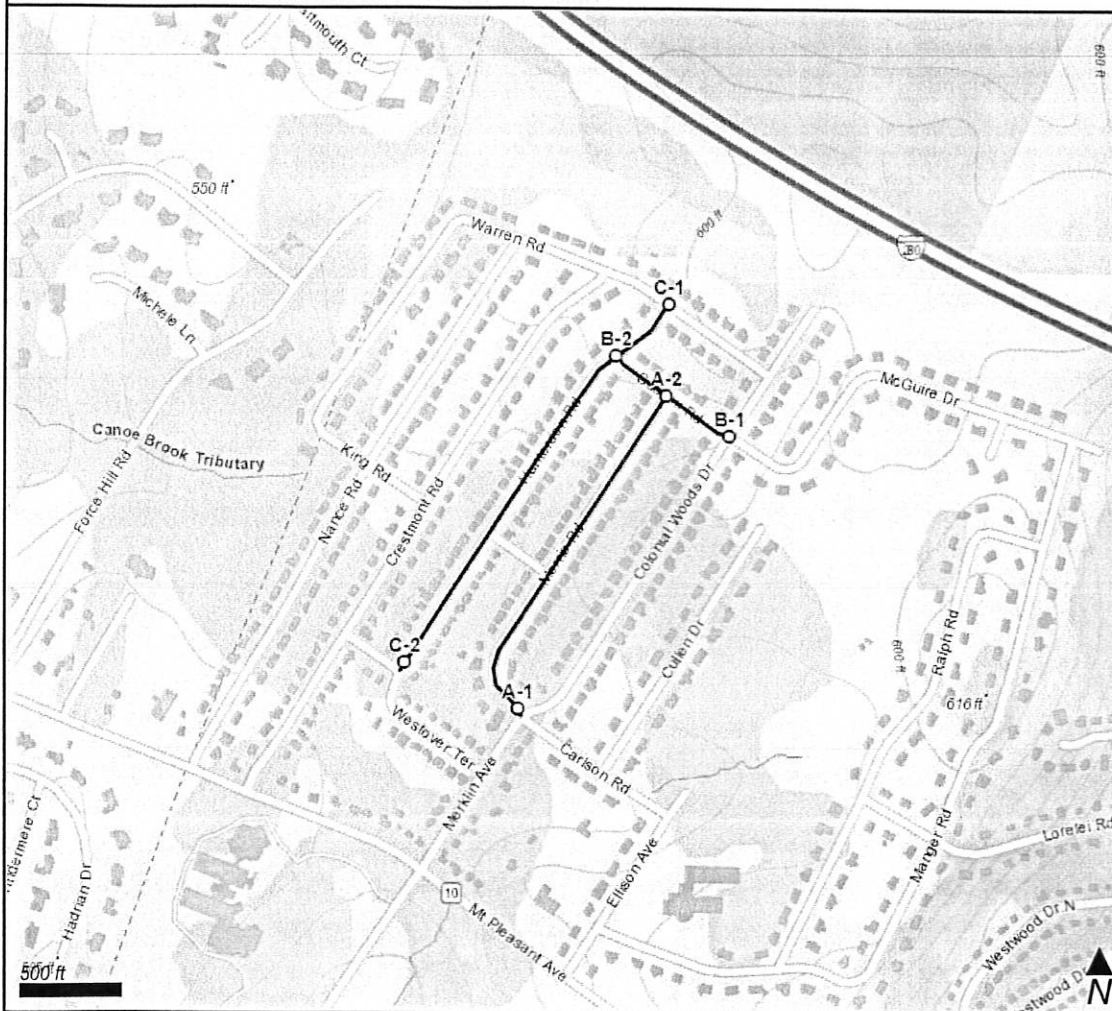


MA-2024-Morris Road, Sussex Road and Hunterdon Road

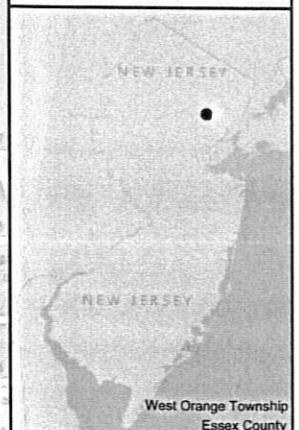
Morris Rd, Colonial Eds Rd, Hunterdon Rd



— Project Location
○ Nearest SRI Mile Point

#	MP	Standard Route ID
A-1	0.15	07221348
A-2	0.05	07221350
B-1	0.3	07221351
B-2	0	07221350
C-1	0	07221357
C-2	0.35	07221357

Total Length: 0.76 miles



Timestamp ID: 1684252931275

Created: Tue May 16 2023 12:02:11 GMT-0400 (Eastern Daylight Time)

EXPERIENCED
DEDICATED
RESPONSIVE



**REQUEST FOR PROPOSALS
MA FY 2024 NJDOT MUNICIPAL AID
PROGRAM
MORRIS ROAD, SUSSEX ROAD, AND
HUNTERDON ROAD FROM
WARREN ROAD TO WESTOVER TERRACE
IMPROVEMENTS PROJECT**

February 13, 2024

prop24@negliagroup.com



**Submitted:
Township of West Orange
Department of Engineering
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West Orange, NJ 07052**

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Section 1

Executive Summary

Experience dictates that the best municipal engineering team is **always responding** to the needs of the Township. Timely responses are ingrained in our Township of West Orange team through the anticipation and planning for the task at hand, as well as, for the tasks to follow.

Neglia Group has designed, bid on, and managed several key projects for many municipal entities within the last 5 years. Many projects were funded with blended grants (i.e., CDBG and NJDEP) and municipal funds. **In this challenging "capped" environment for New Jersey's local governing bodies; we have successfully taken projects from grant applications to final payment vouchers.** During construction, we are mindful of the sponsor(s) payment process and guide the contractor and the local governing body through allowable scope changes and potential reimbursement issues.

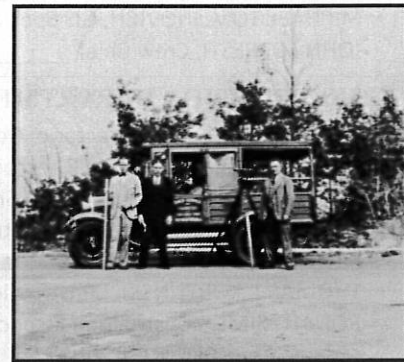
Why Neglia Group? Because-we are best characterized by three words: **Experienced, Dedicated, Responsive.** Michael J. Neglia and the Neglia team are ready and professionally capable to take municipal projects from the preconstruction meeting to project closeout. We look forward to our contribution to improve township amenities for West Orange **residents.**

Background of Neglia Group

Neglia Group is one of the most well-respected, versatile, and accomplished professional engineering firms in the industry.

Founded in 1948, Neglia continues to earn its reputation for quality work and superior client service for both the public and private sectors. The firm is committed to innovation and design quality to maximize potential for each individual project.

Neglia provides planning, engineering, landscape architecture, land surveying and construction administration services to state agencies, counties, municipalities, as well as to public and private clients. Over the past 75 years, the firm has been challenged with numerous engineering projects and successfully overcome obstacles with deft professional skill and dedication. Neglia has demonstrated its proficiency for developing an idea and making it a reality in the most thorough and cost-effective way.



The firm employs highly qualified professionals, many of which are trained in multiple disciplines and educated in the latest engineering technology, to ensure each client receives paramount advice and an unsurpassed work product. These professionals provide guidance and direction to obtain the most efficient transition throughout the project duration.

To ensure maximum client support, a Neglia professional is available 24 hours a day, 7 days a week; to offer expertise and immediate assistance should a problem arise. This firm maintains its committal to providing superior client service and prides itself on respecting each individual care and concern.

At Neglia Group, the primary goal is to be cost conscious without sacrificing efficiency and project integrity. To facilitate funding, the firm carefully explores all opportunities to offset project costs with state and federal grants, creating feasible projects for all.

Neglia's ambition and satisfaction is transforming the client's vision into reality and ensuring that each venture unites both present and future needs.

RFP- MORRIS ROAD, SUSSEX ROAD, AND HUNTERDON ROAD FROM
WARREN ROAD TO WESTOVER TERRACE IMPROVEMENTS PROJECT

Company Technical Skills

Construction Supervision/Management

Thanks to our staff's wealth of technical capabilities and experience, Neglia Group is uniquely qualified to oversee every phase of construction for all types of engineering projects. By paying close mindfulness, we help ensure the final project is in accordance with plans and specifications, and that payments to the contractor truly reflect the work performed. Our expert staff of professional engineers, construction managers, resident engineers and inspectors coordinate each phase of construction, from initial survey through completion. Many of our observers and inspectors are NICET and 40 Hour Hazwoper certified. In addition to our knowledgeable staff, Neglia Group utilizes computerized field operation systems to promote accurate revisions and facilitate on-the-spot modifications.

At Neglia Group, the project tone is set at the preconstruction meeting and sustained throughout the development. Our construction administration staff persistently tracks project quantities to maintain fiscal responsibility. We generate engineering certifications for payment recommendations to the client and strive to keep the contractor and client within agency payment cycles. While we track installed quantities, we also develop punch lists as needed to bring the project to completion.

Services

- Site visits to observe the work in progress
- Shop drawing review and plan compliance
- Preparation of inspection reports
- Observation of construction and performance tests
- Review and approve contractor payment requests.
- Final inspection and report
- Issue a certificate upon completion of construction contracts
- Resolution and permit compliance
- Material testing
- On-Site engineering and solutions
- On-Site Surveying/ Construction Layout

Civil Engineering

For decades, Neglia Group has provided expert engineering and planning, including landscape architecture services, to local governing bodies, planning and zoning boards, boards of education, and a variety of municipal entities. Our technical skill and construction management experience has established each project to meet the expectations of our clients. Additionally, Neglia Group' experience in municipal engineering has proven to be an important benefit to municipal bodies in obtaining permits, in researching grants and loans, and in complying with federal, state, and local regulations.

Neglia Group has been called upon persistently by these municipal bodies, with confidence, to provide quality work efficiently. Our certified professionals proficiently work within the confines and oversight requirements for publicly funded projects, to attain the community's goals and environmental sustainability.

Services

- Design and construction supervision of on-site and off-site improvements
- Infrastructure rehabilitation
- Hydrologic and hydraulic studies
- Site environmental assessments
- Soil testing
- Right-of-way and roadway designs
- Storm/sanitary sewer and potable water designs and studies
- Wetlands delineation and report preparation
- Utility design & Master Plan Studies
- Professional planning
- Soil erosion and sediment control plans
- Geographic Information Systems (GIS)

- Grant writing and support
- Project management
- Preparation of computerized tax maps
- Zoning map updates
- Underground Storage Tanks (UST) removal
- Recreational facilities
- Streetscape planning and design
- Development plan review reports

Traffic Engineering

TRAFFIC OPERATIONS

Traffic Sign System Design

Notwithstanding regulatory signage as required by the Manual on Uniform Traffic Control Devices, sign system design for parking lot wayfinding, key terminal facility access points, and signage updates need to be consistent with established signs and convey the message.

Traffic Signal Design, Timing, Operation and Modification

Our general approach to new traffic signals and traffic signal modifications is a four-step process: project the traffic volumes for the implementation year, run Highway Capacity and Synchro Analyses to determine optimal signal timing, layout above ground plan for client approval, and complete plans, specifications, and engineering certifications.

Maintenance and Protection of Traffic Plans (MPTs), Specifications and Estimates

Neglia considers the context of capital improvements; the coordination of managing traffic is a key determinant on the feasibility of a project and increased cost due to overnight construction-if needed. Neglia makes a sincere effort to learn the needs of the area in which the work will be performed. For instance, if roadway work affects a shopping area, then construction staging and detour routes need to be implemented, this way a balance is achieved between the needs of the project and the needs of the affected community. We routinely submit MPT plans to state agencies for public and private projects. We can produce digital products in both AutoCAD and MicroStation formats.

Accident Analysis and Countermeasure Development for High-Frequency Locations

Upon receipt of accident data, the accident data is plotted out by type on a sketch of the location in question. The data set usually covers a three (3) year or a ten (10) year period. Once plotted, the accident location and frequencies help to visualize the predominant cause of accidents. Once a visual understanding of the accident trends is established, then countermeasure options can be developed.

TRAFFIC OPERATIONAL ANALYSES

Our experience with traffic operational analyses indicates that smarter traffic operations with minor roadway improvements and signal equipment upgrades yield better measures of effectiveness (MOEs) returns than new lane capacity. We routinely use traffic signal optimization software such as Synchro to model existing and proposed conditions. Neglia's experience also includes the management of a state DOT traffic control center. This real-world experience affords our staff insight into operational analysis for both arterials and freeways and allows us to "temper" purely statistical results. In addition, our working knowledge of traffic signal hardware, system software, freeway management software, and vehicle detection systems provide a complete toolkit to provide our clients with workable solutions for all types of traffic issues.

Signing and Pavement Marking Inventory System Development/Management

Neglia takes a systematic and cost-conscious approach to all data collection and inventory systems development. Legacy data, if any, is reviewed and strategies are developed to maximize our client's return on previous investments. Continuing data collection efforts are established that utilize as much



automation for both software and hardware as is cost effective. Appropriate technology is applied to promote efficiency, ensure data integrity, and provide our clients with data that is immediately useful. Subsequently, reports and data visualization tools are employed that aid users in managing infrastructure assets as well as provide insightful information for planning and funding efforts. Typically, signing and pavement marking databases are expensive to create (data collection), and final delivered databases are often not maintained, which increases the total cost of ownership. Neglia mitigates this problem by examining current data upkeep procedures, identifying discontinuous processes, and finally instituting data entry procedures, technologies, and methods that are not burdensome and thus better accepted and utilized by staff.

TRANSPORTATION PLANNING

Planning, Conducting, Coordinating, and Analyzing Traffic Surveys

An evaluation of the project at hand is performed to assess what traffic information is necessary to support the design/decision process. A site visit by Mr. Intindola and/or members of the project team determines what specific locations would provide the necessary information. Typically performed surveys include manual and automatic traffic counts, parking demand studies, determination of “new” and “pass-by” traffic, determination of modal choice and pedestrian demand, as well as vehicular speed gap and class studies. In addition to automatic traffic recorders, manual and electronic traffic count boards are utilized. The data is downloaded into the appropriate software that evaluates it and is capable of producing reports, graphs, or simply printing raw data.

Traffic Demand and Traffic Assignment Model Development

Traffic modeling is based on the population distribution and existing roadway network in the vicinity of the project area. Population and modal choice data are obtained from the most recent Census data. The study area depends on the nature of the use; however, it typically encompasses a 20 - 30-minute travel time. The distribution of traffic attracted to the site is determined by a comparison of travel time from nearby population centers to the site, thereby helping establish proportional demand. These models are based on methods accepted by the New Jersey Department of Transportation (NJDOT), as well as by the Institute of Transportation Engineers.

TRAFFIC DESIGN

Roadway System Conceptual Design

In the metropolitan area, right of way acquisition is the critical path activity for the majority of roadway projects. Our design experience, coupled with our NJDOT Non-Real Estate evaluations (NRE) which takes into consideration acquisition impacts, provide Neglia with the perspective that concept design must consider creative alignment alternatives, though guided by accepted design criteria.

Parking Lot Design and Analysis

The provision of adequate and safe parking is a basic site amenity at the level of gas and electric utilities. We calculate parking demand through our municipal review services, NJDOT acquisition evaluations, and private site layout. On a daily basis, we design and review parking lot layouts with respect to access, adequate widths for circulation aisles, parking space widths that match the intended user, and drainage and lighting installations. We also have experience in multi-level parking facility design in the event that projected parking demand exceeds surface parking capacity.

Pavement Marking Design

Roadway striping plans for intersections that include details such as left-turn bays, crosswalk treatments, and directional pavement arrows, are routinely submitted for agency review and approval. The Manual

on Uniform Traffic Control Devices serves as our starting reference, which is then applied to the specific needs of the project. Our various streetscape projects have provided specification expertise with respect to midblock crosswalks and raised intersections. Additionally, Neglia has experience in bid process coordination and grant management, qualities needed in many streetscape projects.

Municipal Planning

Neglia Group has been engaged in municipal land use planning process before and after the enabling 1962 New Jersey legislation. Our current portfolio of planning experience includes the following appointments and planning deliverables:

- | | | |
|-------------------------------|------------------------------------|----------------------------------|
| • Appointed Municipal Planner | • Appointed Planning Board Planner | • Appointed Zoning Board Planner |
|-------------------------------|------------------------------------|----------------------------------|

Planning deliverables that we have recently completed include:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Master Plan Reexamination Reports <ul style="list-style-type: none"> ○ Lyndhurst ○ Roselle Park ○ Rutherford • Master Plan Housing Element <ul style="list-style-type: none"> ○ Rockleigh ○ Rutherford • Land Use Ordinance Revisions <ul style="list-style-type: none"> ○ Kearny ○ Rutherford ○ Summit ○ North Arlington | <ul style="list-style-type: none"> • Areas in Need of Rehabilitation or Redevelopment <ul style="list-style-type: none"> ○ Rutherford ○ Roselle Park ○ Lyndhurst ○ Bergenfield ○ Wallington ○ Kearny • Vacant Land Use Analyses <ul style="list-style-type: none"> ○ Wallington ○ Rutherford |
|---|--|

Other planning works include laying out recreational amenities and improvements to meet the changing demands of baseball, soccer, football, lacrosse, exercise and play structures.

We serve as planners to planning and zoning boards in Bergen and Union Counties and on nightly basis represent municipal planning concerns.

Neglia Group has provided municipal planning services to area governing bodies, planning, and zoning boards as an integral part of our municipal services. Services have included providing a determination for an area in need of rehabilitation in addition to serving as appointed planners to both planning and zoning boards.

Our planning professionals have been recognized before numerous boards while providing expert planning testimony on behalf of private and public applicants.

The Township needs a responsive planning and engineering team that has a depth of professional experience to review applications and use variances. The Neglia Group planning review team consists of planners, site engineers, traffic engineers, landscape engineers and construction inspectors that thoroughly follows-up with each facet of the application whether denied or approved and constructed.

Our role as the Engineer is to provide our engineering expertise so that the Board members can get to the heart of drainage, access and use characteristics of private and public projects in the framework of the Master Plan and the Land Use Ordinance.

Once the conditions of approval are enunciated by the Board's resolution, our role is to serve as the eyes and ears of the Governing Body by ensuring the conditions are met during construction, the release of the performance bond and maintenance bond close-out.

Abandoned Mine Closure and Monitoring

Neglia Group serves the Borough of North Arlington's engineering lead in tracking, mapping, and advising the Borough of potential drainage and development issues regarding the Schuyler Mines in the area of Porete Avenue and Morton Avenue. Neglia Group served as the point of contact for the sealing of the Victoria shaft, as well as investigating and securing occasional subsidence associated with the mining operation.



Land Development Engineering

The success of any construction project begins with a quality, comprehensive site engineering plan. Neglia Group have exceptional engineers, planners, construction managers, and subcontractors to create an integrated plan that meets each client's vision. Our knowledgeable landscape architects and planners are experienced in assessing optimum land use potential, and all our professionals are confident working with architects.

Neglia's services are custom tailored to meet the specific needs of each client and project. With our diversified staff, in addition to our relationships with different disciplines and authorities, Neglia Group offer unique solutions to bridge the gap between initial concept and complete design. All projects are executed with commitment, enthusiasm, care, and technical expertise.

Neglia Group specialize in services not limited to conceptual, preliminary, and final site plan design and subdivision plans, preliminary and final applications for public use complexes (libraries, emergency management, police stations), retail, commercial, mixed use, single family, and multi-unit residential, offices, light industrial and industrial developments of all size ranges. We review regulations to identify project impacts at the initial phase of the project, implement innovative technology and solutions, and assert our industry experience and knowledge in support of client's applications.

Services

- Site surveys
- Site feasibility studies
- Site planning
- Geographic Information Systems (GIS)
- Site layout, grading, and detail designs
- Hydrologic and hydraulic studies
- Soil testing
- Wetlands delineation and report preparation
- Utility design
- Landscape architecture
- Environmental services
- Local, State and Federal agency permit applications and plans
- Project management
- Expert engineering and planning testimony

Sanitary Sewer Engineering

For decades, Neglia Group has provided expert engineering and operations, in the area of sanitary sewer services, to local governing bodies and authorities. Our technical skill and construction management experience has established each project to meet the expectations of our clients. Additionally, Neglia Group' experience in municipal engineering has proven to be an important benefit to municipal bodies in the following matters:

- Coordination of projects,
- Obtaining permits,
- Assistance in securing grants and low interest loans,
- Complying with federal, statistics and local regulations.

Neglia Group has been called upon persistently by these municipal bodies, with confidence, to provide quality work efficiently. Our professionals proficiently work within the available resources and oversight requirements for publicly funded projects, to attain the community's goals and environmental sustainability.

Services

- | | |
|---|---|
| • Sanitary sewer master plans | • Assistance with regulatory compliance |
| • Wastewater management plans | • Assistance with pumping station start-up and operations |
| • Infiltration and inflow investigations and analysis | • Design of trenchless sewer rehabilitation systems |
| • General consulting | • Construction management |
| • Review of developer's improvements | • Instrumentation and SCADA Systems |
| • Design of all aspects of sanitary sewer systems including gravity sewers and pumping stations | |

Recreational Facility Planning and Design

One of the biggest challenges to state, county, and local governments has been the increased demand for additional recreational facilities and modernizing the existing ones. Neglia Group has helped many county and municipal entities meet those needs and provide facilities with state-of-the-art products.

Our firm's professionals specialize in recreation and park design, individual project feasibility studies, long-range master plans, community-wide open space studies, lake and river restoration, regional and neighborhood parks, athletic facilities, aquatic facilities, community centers, playgrounds, and trails. Neglia Group maintains expertise with artificial turf fields, which allows the creation of versatile facilities that increase playing opportunities and reduce maintenance costs.

Landscape Architecture Services

Neglia Group are committed to innovative and quality designs. Our landscape professionals generate ideas with a technical understanding and creative flair for the design, organization, and use of spaces. Their creativity is appreciative of context and grounded in local conditions. Our professionals maximize potential land use, social inclusion, and implement the most cost-effective design for the client and community while enhancing biodiversity and the careful use of natural resources. Underscoring all work is our expertise and enthusiasm with the interdisciplinary collaborative design process as part of an effective project. Our end goal is the transformation of vision into reality, seamlessly woven within a sustainable environment which benefits future generations.

Services

- | | |
|---|---|
| • Site feasibility studies | • Park, recreation, and open space plans |
| • Site analysis and evaluation | • Park and recreation planning and design |
| • Visual impact analysis | • Athletic facility planning and design. |
| • Master site planning | • Landscape master planning and design |
| • Site layout, grading, and detail design | • Streetscape design |
| • Campus planning and design | • Urban design |



- Historical landscapes
- Site amenities selection
- Grant writing and support
- Development plan review/reports
- Expert testimony
- Color illustrative and 3-D graphics

Sustainable Solutions

At Neglia Group we believe the most successful and acceptable developments and site improvements incorporate respect for the environment. Public support of development is accomplished if the time and care is taken to review and design projects that meet ecological needs and respect environmental sensitivities.

Neglia Group subscribes to the tenets of the Sustainable Sites Initiative (SSI) guidelines that sets criteria for sustainable land practices that will enable built landscapes to support natural ecological functions by protecting existing ecosystems and regenerating ecological capacity where it has been lost.

Neglia Group' professionals are also trained in the Leadership in Energy and Environmental Design Green Building Rating System™ (LEED®), which, when implemented, will reduce the impact of buildings on the environment.

For clients with a vision towards **Sustainable Solutions**, there could not be a more optimum choice than Neglia Group.

Surveying and GIS

Having performed thousands of surveys, Neglia Group acknowledges the importance of state-of-the-art equipment to guarantee our clients the most accurate surveys. Our sophisticated equipment includes electronic total stations, robotic total stations, and survey grade Global Positioning Systems, all of which support our commitment to produce optimum results.

Neglia Group has expanded its GIS services over the past five years to provide our clients with high quality mapping and data products, in both digital and hard-copy formats. This includes foundational digitizing and scanning services, as well as full GIS Enterprise installations and maintenance consulting. As reliance on these services grows, Neglia will continue to implement the necessary hardware and software upgrades to stay ahead of the ever-changing GIS technology.

Services

- Boundary surveys
- Topographic surveys
- Surveys using Global Positioning Systems (GPS)
- Geographic Information Systems (GIS) mapping
- ALTA/NSPS surveys
- Bathymetric surveys
- Wetland and open water delineations and surveys
- Deed research
- Title review
- Elevation certificates, LOMA, LOMR-F applications
- Construction stake-out
- Computerized tax map preparation and updates
- Expert analysis on boundary disputes
- Easement vacation
- Riparian surveys

Storm Water Management

Neglia Group uses in-house standard and customized computer software to help provide highly customized drainage and flood control designs that provide maximum effectiveness and reliability. Among the firm's many successful projects in this area are:

RFP- MORRIS ROAD, SUSSEX ROAD, AND HUNTERDON ROAD FROM
WARREN ROAD TO WESTOVER TERRACE IMPROVEMENTS PROJECT

- Drainage systems for entire towns
- Numerous street improvement projects, including replacement of failed pipes and design of storm culverts and storm water inlets.
- Effective flood control systems for major highways and municipal projects, large-scale private developments, dams, creeks, and ponds

Firm Certifications and Pre-Qualifications

Neglia Group is certified and pre-qualified to provide surveying, engineering, construction inspection and/or management services for numerous local, county, state agencies, authorities, and divisions. Neglia Group certifications and pre-qualifications include:

- New Jersey Schools Development Authority Certification
- State of New Jersey Division of Property Management and Construction Certification

A Half Century of Municipal Engineering Services

Neglia Group prides itself on maintaining a knowledgeable, enthusiastic staff, committed to learning and staying at the forefront of technological developments. Our firm invests in development programs and in-house training sessions to provide our staff with the proficiency to manage your most complex projects.

Certificates

- Licensed Professional Engineers
- Certified Municipal Engineers
- Licensed Professional Planners
- Licensed Professional Land Surveyors
- Licensed Landscape Architects
- Underground Storage Tank Certification
- C-2 and C-3 sanitary sewer collection system licenses
- Certified by the National Playground Safety Institute in Playground Design and Safety (CPSI)
- Certified Asphalt Technician
- Certified Wetland Delineators
- Licensed Professional Traffic Operations Engineers
- State Certified Public Works Manager
- National Institute for Certification in Engineering Technologies Level IV (NICET Level IV)
- Certified Construction Inspectors
- Certified Floodplain Surveyor

Section 2

Standard Requirements of Technical Proposal

A. Key Organization and Contact

Michael J. Neglia, P.E., P.L.S., P.P., C.M.E., C.P.W.M.

President

Neglia Group

34 Park Avenue

Lyndhurst, NJ 07071

Tel: (201) 939-8805

Fax: (201) 939-0846

Location of Services and Lead Engineer

Brian A. Intindola, P.E., P.P., C.M.E., C.P.W.M.

Principal

Neglia Group

34 Park Avenue

Lyndhurst, NJ 07071

Tel: (201) 939-8805

Fax: (201) 939-0846

B. Experience

Neglia Group has over 75 plus years of experience in providing engineering services and has served various municipalities, such as Kearny and Norwood as, for over thirty years. Our various projects, from landscape architecture to storm water management, can be found throughout northern and central New Jersey.

In Section 5 of this Proposal, we have included Project Summaries, which are examples of our past and on-going projects and contain the following: the services provided, a project contact, project completion date, and construction value. Each Project Summary is one example of many similar projects that we have completed for both our government and private clients. We agree to perform all the tasks set forth in the required RFP.

C. Key Personnel Resumes-Licensure

The education, qualifications, experience, and training of all persons who would be assigned to provide services along with their names and titles have resumes that can be found in Section 3. All of our principal engineers possess a valid New Jersey license and have over 10 (ten) years of experience in their fields and with governmental entities. All copies of Certifications and Professional Licenses are located in the Appendix.

D. Office Location

Neglia's primary office is located in Lyndhurst, New Jersey which is conveniently located 13 miles to the Township of West Orange.

E. References

See attached Project Summaries along with list of References.

Scope of Services

The scope of work for this contract shall include all work required for the preparation of plans and specifications for the project "MA FY 2024 NJDOT MUNICIPAL AID PROGRAM MORRIS ROAD, SUSSEX ROAD, AND HUNTERDON ROAD FROM WARREN ROAD TO WESTOVER TERRACE IMPROVEMENTS PROJECT"

The successful engineering firm for this project shall be expected to provide the following services:

1. Land Surveying Services:

- A. Topographic Survey and Base Mapping that will provide a topographic field survey and base mapping suitable for the proposed improvements, which will include, but will not be limited to, the following items:

1. Establishment of centerline of existing street.
2. Topographic survey of all trees, shrubs, walls, driveways, walks, steps, and other existing features within the ROW and farther where necessary to the proposed improvements.
3. Right of way will be shown from available Township Tax Map information.
4. Topographic Survey including additional topography behind the curb and sidewalk of the roadways and at road intersections;
5. Top and Bottom of curb elevations, storm inlets with inverts and pipe sizes, sanitary manholes with rim elevations, and any other utilities visible on the roadways will need to be located;

- B. Establish horizontal control 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;

As part of the deliverables, an electronic AutoCAD file of the Boundary and Topographic Survey is to be provided as part of the deliverables to our division.

2. Civil Engineering Services:

- A. Proposed roadway profiles matching existing grades;
- B. Roadway improvements include curb, sidewalk, aprons, pavement milling and resurfacing, pavement striping, new traffic signs, shade trees;
- C. Curb ramp plans and details as necessary;
- D. New drainage improvements as necessary;
- E. Drainage structure repairs with new frames, grates, curb pieces as necessary;

- F. New manhole castings, frames and covers, as necessary. Repair existing manholes as necessary;
- G. Coordinate with WO Traffic Bureau for the preparation of traffic control and detour plans;
- H. Prepare construction details;
- I. 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, Traffic Control and Detour Plans, and Construction Details;
- J. Include one (1) meeting with Township Officials for Preliminary Design;
- K. Bid Package that includes bid set of plans and construction specifications in accordance with public bidding laws;

Bidding documents (plans and specifications) are to be part of the deliverables to the Township via AutoCAD, hard copy and PDF files. A project location map is enclosed.

The cost of services shall be for a complete design and one (1) bid package including cost estimates, plans, specifications and bid documents (twenty copies for each) 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.

Scope of Services Qualification

Neglia Group' capability consists of a wide variety of engineering disciplines. The project summaries provided in Section 5 highlight significant projects that our firm has worked on, thereby providing a more thorough display of our expertise.

Description of Technical Process

Project Management Plan

Neglia sets the project tone for urgency at the preconstruction meeting. We continuously track project quantities with our NICET certified construction and 40 Hour Hazwoper observers and inspectors. We generate the engineering certifications for payment recommendations to the client and try to keep the contractor and client within agency payment cycles. While we track installed quantities, we also develop punch lists as needed to bring the project to completion.

Thanks to our staff's wealth of technical capabilities and experience, Neglia Group is uniquely qualified to oversee every phase of development for all types of engineering projects. By paying close diligence, we help ensure the final project is in accordance with plans and specifications, and that payments to the contractor truly reflect the work performed. Our expert staff of civil engineers, construction managers, resident engineers and inspectors coordinate each stage of construction-from initial survey through completion. Our computerized field operations promote accuracy and facilitate on-the-spot revisions.

Onsite Supervision

On-site supervision consists of choreographing the staging needs of a project while keeping in mind client specific preferences and seasonal variations with respect to construction and facility demands. Many on-site issues and concerns can be worked out at the preconstruction meeting and staging can be adjusted on an hourly basis if needed.

Coordination

Coordination and supervision with contractors and their tradesmen, as well as with the Authority's Departments - is at the level of the daily tasks of Neglia's on-site representatives. Our on-site representatives (NICET certified) work with the Authority and contractors to set up the project for each day. Set-up includes contacting police traffic directors to manage traffic as needed on the half day increment. Clearing parking lots and streets as needed and advising residents of potential inconveniences due to utility shutdowns. In summary, coordination consists of getting project information out and following it up.

Section 3

Financial Proposal

Neglia Group will provide cost proposals for definite feasibility, review, design, and construction management assignments as requested by the governing body. The following rates would serve as the man hour multiplier that would serve as a component of proposal scope, schedule, and fee. Design and Construction Management proposals are typically fixed fee not to exceed or lump sum-**which are inclusive of the man-hours and meeting times**-needed to complete a project. We look to our work ethic to hold our budgets and deadlines.

HOURLY BILLING RATES 2024

PRINCIPAL	\$205.00
SENIOR ENGINEER / SENIOR MANAGER/SR. PROF. PLANNER	\$200.00
PROFESSIONAL ENGINEER / PROJECT MANAGER	\$195.00
SENIOR DESIGN ENGINEER	\$185.00
DESIGN ENGINEER/ENVIRONMENTAL SCIENTIST	\$175.00
ENGINEERING ASSISTANT	\$110.00
PROFESSIONAL PLANNER	\$200.00
PROFESSIONAL LANDSCAPE ARCHITECT	\$185.00
LANDSCAPE DESIGN	\$145.00
COMPUTER AIDED DESIGNER	\$145.00
CONSTRUCTION MANAGER	\$170.00
RESIDENT ENGINEER	\$195.00
TECHNICAL OBSERVER	\$145.00
PROFESSIONAL SURVEYOR / PROJECT MANAGER	\$195.00
SURVEY PROJECT MANAGER	\$175.00
3 MAN SURVEY CREW	\$275.00
2 MAN SURVEY CREW	\$235.00
1 MAN SURVEY CREW (GPS AND EQUIPMENT)	\$205.00
CERTIFIED WETLAND DELINEATOR	\$200.00
LICENSED COLLECTION SYSTEM OPERATOR	\$195.00
DRONE PILOT AND VISUAL OBSERVER	\$245.00
DRONE EDITOR	\$175.00
GIS MANAGER	\$190.00
GIS SPECIALIST	\$165.00
GIS TECHNICIAN	\$115.00
REIMBURSABLE EXPENSES	
PAPER PRINTS (All Sizes)	\$ 4.25/sheet
MYLARS	\$32.50/sheet
COLOR PRINTS	\$70.00/sheet
PHOTOCOPIES (Black & White)	\$.30/page
PHOTOCOPIES (Color)	\$.45/page
MILEAGE (Federal Standard Milage Rate)	\$.65.5/mile
SUB-CONSULTANTS	10% administrative fee

Notes:

- Expert testimony for deposition or trial is billed at 1½ standard billing rate.
- Labor billings include miscellaneous direct costs such as telephone calls, faxes, copying and postage. No charges are levied for use of computers, plotters, or CAD systems.
- After hour and Holiday Call Outs
 - 7:00pm to 5:00am – 1.5 times the hourly rate and a 4-hour minimum
 - Holidays – 2 times the hourly rate and a 4-hour minimum
- Reimbursable expenses are subject to change annually based on industry fluctuation.

RATE SHEET

Township of West Orange		Morris Road, Sussex Road and Hunterdon Road from Warren Road to Westover Terrace	
Construction Administration and Inspection			
Neglia Group			
Township of West Orange			
2024 Road Project			
Morris Road, Sussex Road and Hunterdon Road from Warren Road to Westover Terrace			
Project Cost Summary			
Design, CM & Cores			
Neglia Group			
Task		Lump Sum	
Land Surveying Services*		\$	8,400.00
Civil Engineering Services		\$	11,500.00
MA 2024 PMRS Coordination		\$	1,200.00
Bid Phase Services		\$	1,500.00
Design Services During Con		\$	2,500.00
Plan Reproduction		\$	600.00
Design Total (Lump Sum) (45 Calendar Days)		\$	25,700.00
Construction Administration (90 Calendar Days)**		\$	23,400.00
Material Testing (Pavement Cores)***		\$	7,200.00
Project Total		\$	56,300.00
*Right of way to be represented through the utilization of existing Tax Maps. The use of Tax Maps may not support a boundary survey Deliverable **Please separate CM proposal ***Coring and Testing Consultant to be approved Township vendor			

Neglia Group Key Staff

Team Qualifications

Neglia Group' 40 plus years of experience with project management has taught us that project management equals communication. The key to project management is setting the tone for project urgency by getting answers from the client and contractors while keeping fairness in mind to the client, the contractor, and the design engineer.

RESUMES OF KEY STAFF

MICHAEL J. NEGLIA, P.E., P.P., P.L.S., C.M.E., C.P.W.M., President

Mr. Michael J. Neglia is the President of the Neglia Group. As a chief executive, he oversees the firm's entire operation, in addition to serving as Municipal Engineer for several municipalities.

Mr. Neglia's engineering and surveying experience of over twenty-nine (29) years includes design and construction supervision of roadway reconstruction and resurfacing, and site plan layout and review for storm sewers, sanitary sewers, and pump stations in several different municipalities. As a result of many successful projects, he has an excellent working relationship with the New Jersey Department of Transportation, numerous counties in the State of New Jersey, and the New Jersey Department of Environmental Protection, as well as many other state, county, and local agencies.

Featured projects are:

- Management of Two Regional Sports Complexes in Bergen County in cooperation with several municipalities, a project that consisted of \$12 million dollars of renovations, as well as the Kearny Recreation facilities that consisted of \$24 million dollars of renovations.
- Bergen County Soil and Department of Environmental Protection Permitting
- Site Layout, Drainage Analysis, Municipal Engineering

Education:

- Graduate of Saint Joseph Regional (1984)
Bachelor of Science in Civil Engineering – New Jersey Institute of Technology

Professional Qualifications and Associations:

- Professional Engineer in the state of New Jersey, New York, Pennsylvania, Delaware, and Connecticut
- New Jersey Land Surveyor
- New Jersey Municipal Engineer
- Board of Trustee Member for St. Joseph's Regional High School
- Former Member of the Executive Board of the American Consulting Engineers Council
- Former Member of the Board of Visitors–New Jersey Institute of Technology (NJIT)
- Certified Public Work Manager

A few of the municipalities that Mr. Neglia is the Municipal Engineer to include: the Borough of North Arlington, Borough of Wood-Ridge, Borough of Norwood, Town of Kearny, Borough of Maywood, Township of Lyndhurst, Borough of Harrington Park, as well as the appointed Engineer for the Bergen County Parks Department. He also continues to serve on numerous Planning Boards and Zoning Boards. Mr. Neglia's ongoing interest in seminars in Surveying, Computer Aided Design, and Engineering has

enabled him to be up to date with the field and provide excellent leadership, two key elements for the further growth of our company.

GREGORY J. POLYNIAC, P.E., P.P., C.M.E., C.P.W.M., Vice President

Mr. Polyniak joined the Neglia Group in April 2004 and has over twenty-four (24) years of experience in both public and private projects. He has engaged in the design and construction management of numerous private development projects. His experience includes work throughout New Jersey, New York, Connecticut, and eastern Pennsylvania. Mr. Polyniak has experience within all private development sectors. He has been involved in projects of different scales and divisions such as:

- Retail-from ten thousand square foot strip malls to over three hundred-fifty thousand square foot power shopping centers
- Light industrial - from one thousand square foot warehouse building additions to over five hundred square foot distribution centers for national retailers
- Residential - from single family residences to hundreds lot subdivisions
- Multi-unit Residential - from two- two hundred ten-unit residential towers to senior citizen housing facilities
- Offices - from one thousand square foot office building additions to fifty thousand square foot office buildings

Mr. Polyniak has provided detailed design plans and specifications for several projects of the New Jersey and New York Department of Transportation and has also performed various stormwater management, stormwater conveyance, and flood studies. Mr. Polyniak has prepared numerous New Jersey Department of Environmental Protection Land Use, Water Quality, and Water Supply permits.

Featured projects are:

- Bergen County Justice Center, Hackensack, NJ (2017)
- High Tech High School, Secaucus, NJ (2018)
- Bergen County Special Services School, Paramus, NJ (2015)
- Hudson Mews, North Bergen, NJ (2012 – On going)
- Washington School Park, Carlstadt, NJ (2012)
- Pondside Park, Harrington Park, NJ (2011)

Education:

- Lehigh University, Bethlehem, PA – Bachelor of Science in Civil Engineering with Honors
- Lehigh University, Bethlehem, PA – Master of Science in Civil Engineering

Professional Qualifications and Associations:

- New Jersey Professional Engineer
- New Jersey Professional Planner
- New Jersey Certified Municipal Engineer
- New Jersey Certified Public Works Manager
- Stormwater Management Design Review Course Certificate of Course Completion

In addition, Mr. Polyniak has extensive municipal engineering and planning experience. He serves as the firm's municipal engineering representative for the Borough of Carlstadt, Harrington Park, Maywood, Park Ridge, and Rockleigh. He also represents the firm as the City of Hackensack's Zoning Board of Adjustment's and Planning Board's Engineer and Planner. Mr. Polyniak is also the municipal planning representative for

RFP- MORRIS ROAD, SUSSEX ROAD, AND HUNTERDON ROAD FROM
WARREN ROAD TO WESTOVER TERRACE IMPROVEMENTS PROJECT

the Town of Kearny, Borough of Rockleigh, and City of Hackensack on an as requested basis. He has provided both engineering and planning testimony as a municipal representative and as a private development expert on over hundreds of occasions.

THOMAS R. SOLFARO, P.E., C.M.E., C.P.W.M., Director of Municipal Services, Vice President

Mr. Solfaro has over twenty-six (26) years of varied experience in water resources, hydraulic and sanitary engineering, transportation, municipal engineering, site planning and design, and construction management.

His expertise includes the preparation of utility master planning, feasibility studies, reviews and recommendations of Planning/Zoning Board applications, constructability reviews, Quality Assurance and Quality Control reviews, and State and County grant/funding applications. In addition, he has been responsible for the planning, design, and construction management of municipal capital projects such as storm sewer facilities, potable water facilities, sanitary sewer facilities, roadway infrastructure, streetscape beautification, passive and active parks, and several recreation facilities.

Featured projects are:

- Bordentown Avenue Water Treatment Plant Improvements (2000)
- Lyle Brook Culvert Improvements (2003)
- Lyndhurst Town Hall Park Improvements (2007)
- Lodi 2016 Road Improvement Program (2016)
- Meisel Avenue Field Improvements (2018)
- Lyndhurst Junior High School (2020)

Education:

- Rutgers, The State University of New Jersey – Bachelor of Science, Civil Engineering (1993)

Professional Qualifications and Associations:

- New Jersey Professional Engineer
- New Jersey Certified Municipal Engineer
- New Jersey Certified Public Works Manager
- Member of the Water Environment Federation
- Member of the Association of Environmental Authorities
- Stormwater Management Design Review Course Certificate of Course Completion

Prior to joining the Neglia Group, Mr. Solfaro was heavily involved in the Municipal Sector, specifically providing Authority Engineer or Consulting Authority Engineer services of record for multiple utility Authorities, supporting various municipalities as the immediate engineer representative thereof, and managing capital projects, where he was responsible for the preparation of contract drawings/specifications, permitting, and construction administration.

DAVID JUZMESKI, P.E., P.P., Principal

Mr. Juzmeski joined the Neglia Group in August 2004 and has over twenty-one (21) years of experience in both public and private projects.

Prior to joining the Neglia Group, Mr. Juzmeski was a Senior Staff Engineer, in the Site-Civil Engineering Division of Langan Engineering and Environmental Services at the corporate office in Elmwood Park, New Jersey. His experience includes work throughout New Jersey, New York, Connecticut, and Pennsylvania,

with projects of varying types such as retail, residential, multi-residential, office, industrial, educational, municipal, and public.

Featured projects are:

- Bergen County Justice Center, Hackensack, NJ
- Cliffside Park Town Centre, Cliffside Park, NJ
- Doremus Avenue Waste Transfer Station, Newark, NJ
- North Bergen MTC, North Bergen, NJ
- West New York Multi-Family Housing Development (five buildings total), West New York, NJ
- Kean University Campus Bridge, Union, NJ
- Keio Academy Athletic Fields and Student Center, Purchase, NY

Education:

- Bachelor of Science in Civil Engineering – New Jersey Institute of Technology
- Master of Science in Civil Engineering, Construction Management – New Jersey Institute of Technology

Professional Qualifications and Associations:

- New Jersey Professional Engineer
- New Jersey Professional Planner
- Stormwater Management Design Review Course Certificate

Since joining the Neglia Group, Mr. Juzmeski has worked on a variety of municipal engineering projects including roadway construction, pump station design, sewer separation projects, park design & environmental permitting for the municipalities in New Jersey. He has prepared numerous New Jersey Department of Environmental Protection (NJDEP) Land Use, Water Quality, and Water Supply permits and has performed stormwater management, stormwater conveyance, and flood studies.

BRIAN A. INTINDOLA, P.E., P.P., C.M.E., C.P.W.M., Principal

Mr. Intindola joined the firm in February 2006 and has over twenty-seven (27) years of experience in traffic engineering, design and construction management of transit, traffic, and site access projects. He has successfully managed numerous transportation and municipal projects over the course of his multifaceted career to the satisfaction of public and private clients. The value of constructed projects ranges from \$900.00 to \$7M during Mr. Intindola's employment with the Neglia Group.

His professional submissions include traffic impact studies, air quality studies, noise impact assessments, parking lot design, site plan design, crossing guard assignment studies, pedestrian analysis, signal warrants, signal plans and state highway access design and permitting from Maine to Delaware.

Featured projects are:

- Numerous signalized intersection design and construction management
- Private Traffic Impact Studies – Northern NJ
- Planning and Zoning Boards appointed Traffic Engineer and Expert Witness
- Master Plan and Redevelopment Plan circulation elements
- Design and construction management of over 50 Acres of recreation improvements
- Design and construction management of 100s of miles of road paving with ADA improvements
- Bond estimates and preconstruction estimates for numerous public projects
- Resolution compliance adherence on behalf of municipalities

RFP- MORRIS ROAD, SUSSEX ROAD, AND HUNTERDON ROAD FROM
WARREN ROAD TO WESTOVER TERRACE IMPROVEMENTS PROJECT

**Education:**

- New Jersey Institute of Technology – Bachelor of Science, Civil Engineering (1995)
- New Jersey Institute of Technology – Master of Science, Civil Engineering (2000)

Professional Qualifications and Associations:

- New Jersey Professional Engineer
- New Jersey Certified Municipal Engineer
- New Jersey Professional Planner
- Certified Public Works Manager
- NJDEP Stormwater Management Design Review Course
- Institute of Transportation Engineers (ITE)
- American Society of Civil Engineers (ASCE)
- American Consulting Engineers Council (ACEC)

Mr. Intindola has also been recognized by numerous review boards and agencies at the state, county, and municipal level as an expert witness with respect to traffic, noise and air quality impacts associated with public and private projects. He has qualified as an expert witness before Bergen Superior Court, Middlesex Superior Court, Gloucester Superior Court and NJDOT ROW hearings.

ANTHONY KURUS, P.E., P.P., C.M.E., Principal

Anthony Kurus joined the Neglia Group in October 2004 and has over twenty-three (23) years of experience in both public and private projects. He has engaged in the design, regulatory permitting, review, and construction management of numerous development projects in both the private and municipal sector.

Mr. Kurus has extensive expertise in providing functional and practical site engineering designs and solutions for all types of projects, such as: multi-family and mixed-use residential redevelopment projects, retail strip malls, warehouse and self-storage facilities, industrial facilities, office complexes, banks, sports fields and sports complexes, schools, municipal and county parks, and municipal storm drainage improvement projects. In addition, Mr. Kurus has extensive expertise in planning with respect to the preparation of Area in Need of Redevelopment Studies, Master Plan Re-examination Reports, and Redevelopment Plans along with providing expert planning review and variance testimony.

Featured projects are:

- High Tech High School, Secaucus, NJ
- 922 Sylvan Avenue Office, Englewood, NJ
- Kean Alumni Stadium Field and Track Improvements, Union City, NJ
- Elizabeth Mixed Use Redevelopment Projects, Elizabeth, NJ
- Veterans Park, South Hackensack, NJ
- Galloping Hill Golf Course Clubhouse, Kenilworth, NJ
- Stor-Quest Self Storage at 319 Tonnelles Avenue, Jersey City, NJ

Education:

- Bachelor of Science in Civil Engineering, Villanova University, May 2000
- Master of Engineering, Civil – Water Resources, Stevens Institute, January 2007

Professional Qualifications and Associations:

- New Jersey Professional Engineer
- New Jersey Professional Planner
- New Jersey Certified Municipal Engineer
- American Society of Civil Engineers (ASCE)
- Stormwater Management Design Review Course Certificate

DAVID R. ATKINSON, P.E., P.P., C.M.E., Principal

Mr. Atkinson has over twenty-five (25) years of varied experience in municipal engineering, roadway design, stormwater design, site planning and design, transportation, wastewater, and construction management.

His expertise includes the preparation and implementation of roadway and storm sewer capital planning, utility master planning, reviews and recommendations of Planning/Zoning Board applications, constructability reviews, Quality Assurance and Quality Control reviews, and State and County grant/funding applications. In addition, he has been responsible for the planning, design, and construction management of municipal capital projects such as storm sewer facilities, potable water facilities, sanitary sewer facilities, roadway infrastructure, streetscape beautification, passive and active parks, and several recreation facilities.

Featured projects are:

- 2016 Union County Roadway Resurfacing Program, 19 Miles of County Roads
- Ashbrook Golf Course New Clubhouse, Scotch Plains, NJ
- Meisel Park Field Improvements, Springfield, NJ
- Rahway River Park Track, Field, and Facility Improvements, Rahway, NJ
- Watchung Stables Equestrian Facility Improvements, Mountainside, NJ
- Warinanco Park Stadium and Facility Improvements, Roselle, NJ
- Roselle Park FY2014 to FY2017 Roadway Improvement Program
- Lodi FY2014/FY2017 Roadway Improvement Program
- Passaic River Watershed Desnagging/Desilting, Bank Stabilization and Stormwater Improvements, Pompton Lakes, NJ

Education:

- New Jersey Institute of Technology -- Bachelor of Science in Civil Engineering

Professional Qualifications and Associations:

- New Jersey Professional Engineer
- New Jersey Professional Planner
- New Jersey Certified Municipal Engineer
- Stormwater Management Design Review Course Certificate

Prior to joining the Neglia Group, Mr. Atkinson was heavily involved in the Municipal Sector, specifically supporting various municipalities as the engineer representative thereof, and managing capital projects, where he was responsible for the preparation of contract drawings/specifications, permitting, and construction administration. In addition, Mr. Atkinson was heavily involved in the construction oversight of multimillion-dollar infrastructure improvements to wastewater facilities, as well as construction of a new ambulance building.

LYNDSAY KNIGHT, P.P., AICP., Director of Planning/Senior Professional Planner

Ms. Knight joined the firm in August 2022 bringing over eleven (11) years of planning and zoning experience in both the public and private sectors.

Prior to joining the Neglia Group, Ms. Knight worked in house for the Town of Westfield managing zoning and board applications, assisting with areas in need of redevelopment and rehabilitation studies and reports and acting as the Zoning Board of Adjustment Planner.

Featured projects are:

- City of Bayonne Ferry Demand Analysis.
- Area in Need Studies and Reports for the City of Hackensack, various sites.
- Hackensack Meadowlands District Master Plan Update.
- Borough of Paramus Master Plan Reexamination Report.
- City of Hoboken North End Redevelopment, including public engagement meetings.
- Township of East Brunswick – Route 18 Corridor Redevelopment Plan.
- Borough of Woodcliff Lake Open Space Plan and Broadway Corridor Zoning.
- Planning Board and Zoning Board of Adjustment planner for various municipalities throughout the state of New Jersey; and
- Zoning Ordinance Revisions and Amendments for the Borough of Paramus and the Town of Westfield.

Education:

- University of Louisville – Bachelor of Arts (2010)
- University of Colorado- Masters in Urban and Regional Planning (2012)

Professional Qualifications and Associations:

- New Jersey Professional Planner
- American Institute of Certified Planners

Ms. Knight has also been recognized by numerous reviews boards and agencies at the state and municipal level as an expert witness with respect to planning.

DAVID A. SILVA, P.E., Senior Manager

Mr. Silva joined the Neglia Group in October 2014, upon graduating from the New Jersey Institute of Technology with a bachelor's degree in civil engineering.

His experience includes working throughout New Jersey and New York, with projects of diverse types such as residential subdivisions, multi-family developments, reuse/redevelopments, commercial, office, academic, and public improvements projects.

Featured projects are:

- Gunnell Oval Recreational Complex Improvements, Kearny, New Jersey
- DDTH Pumping Station Improvements, Kearny, New Jersey
- North Bergen Transit Village, North Bergen, New Jersey
- 100 State Street Redevelopment, Teaneck, New Jersey
- Bergen County Plaza Parking Lot Redesign, Hackensack, New Jersey
- 455 Sixteenth Street Drainage Improvements, Carlstadt, New Jersey
- Veterans Field Artificial Turf Improvements, Kearny, New Jersey
- Bergen Regional MC Parking Lots & Access Roadway to DPW Facility, Paramus, New Jersey
- Elmwood Park Library Addition, Elmwood Park, New Jersey

- Harvey Field Improvements Project, Kearny, New Jersey
- Keio Academy Student Center, Harrison, New York
- East Midtown Plaza Improvements, New York City, New York

Professional Qualifications and Associations:

- New Jersey Licensed Professional Engineer
- Stormwater Management Design Review Course

Since joining Neglia, Mr. Silva has worked on a variety of municipal engineering projects including roadway construction, storm / sanitary sewer design, pump station improvements, active recreational park design as well as general municipal engineering reviews for distinct types of projects. Mr. Silva also prepared the NJDEP Land Use Permitting packages and managed the construction contracts for many of these projects. Mr. Silva is Neglia's engineering representative for the Town of Kearny Planning Board & Zoning Board of Adjustment.

JOHN J. DUNLEA, P.E., Senior Manager

Mr. Dunlea joined the Neglia Group in June 2015 and has over eight (8) years of experience in both public and private projects. Specifically, he has been involved in the design, regulatory permitting, and construction management for a variety of projects in both the private and public sector.

Since joining Neglia, Mr. Dunlea has worked on a variety of municipal, county and state engineering projects including roadway construction, water main and force main construction, active recreational park design, golf course improvements, storm drainage improvements and New Jersey Pollutant Discharge Elimination System (NJDES) Permit compliance, as well as municipal planning / zoning board reviews for various project types. He has also worked on site engineering design for retail, residential, multi-use, and commercial development projects. In addition to the above, Mr. Dunlea has experience in preparing NJDEP Land Use Permitting reports for many of these projects.

Featured projects are:

- Original Meadowlands Grandstand Demolition and Site Improvements at Meadowlands Sports Complex, East Rutherford, New Jersey.
- Wood-Ridge Athletic Complex, Wood-Ridge, New Jersey
- Garden Orchard Recreation Complex Phases I-III, Carlstadt, New Jersey
- Liberty Harbor Hotel and Conference Center, Jersey City, New Jersey
- Belleville Municipal Stadium Improvements, Belleville, New Jersey
- The Learning Center Range and 9-Hole Course Renovation Project at Galloping Hill Golf Course, Kenilworth, New Jersey
- Wallington Veterans Memorial Library, Wallington, New Jersey
- 100 State Street Development, Multi-Family Residential Building, Teaneck, New Jersey
- 597 Jefferson Avenue Multi-Family Residential Development, Elizabeth, New Jersey
- James Zadroga Memorial Soccer Field Improvements Project, North Arlington, New Jersey
- Allan Park Softball Field Improvements Project, North Arlington, New Jersey
- 117-119 Bruen Street Residential Apartment Building, Newark, New Jersey
- Joseph Mellino Memorial Little League Field Improvements Project, North Arlington, New Jersey
- Closter – Harrington Park Bridge Replacement, Border of Closter and Harrington Park, New Jersey
- New Jersey Pollutant Discharge Elimination System (NJDES) Permit Compliance and Long-Term Control Plan, Kearny, New Jersey

Education:

- Bachelor of Science in Civil Engineering, University of Massachusetts Amherst, May 2015

Professional Qualifications and Associations:

- New Jersey Licensed Professional Engineer (License No. 24GE05630800)
- Stormwater Management Design Review Course
- Member of the American Society of Civil Engineers (ASCE)

In addition, Mr. Dunlea has extensive municipal engineering experience. He serves as the firm's municipal engineering representative for the Borough of Park Ridge. He also represents the firm as the Board Engineer for the Borough of Park Ridge Zoning Board of Adjustment and Planning Board and the Borough of Paramus. Over the course of Mr. Dunlea's career, he has also provided engineering testimony as a municipal representative and as a private development expert for many projects and applications.

NORBERTO A. HERNANDEZ, P.E., Senior Manager

Mr. Hernandez joined the Neglia Group in September 2016 and has over seven (7) years of experience in both public and private projects. Specifically, he has been involved in the design, regulatory permitting, and construction management for a variety of projects in both the private and municipal sector.

Since joining the Neglia Group, Mr. Hernandez has worked on a variety of municipal and county engineering projects including roadway construction, water main and force main construction, active and passive recreational park design, access-for-all playgrounds, storm drainage improvements, as well as municipal planning / zoning board reviews for various project types. He has also prepared site engineering design plans for residential and commercial development projects. In addition to the above, Mr. Hernandez has experience in preparing NJDEP Land Use Regulation Permitting reports and grant applications for various NJDOT grant programs, the NJDEP Green Acres Program, Community Development Block Grants, and Open Space Trust Fund Grants.

Featured projects are:

- Tops Diner Reconstruction Improvements, East Newark, NJ.
- Christopher Columbus Middle School Drainage Improvements, Clifton, NJ.
- New Lyndhurst Junior High School, Lyndhurst, NJ
- Page Avenue Roadway Improvements (including water main, sanitary sewer, and drainage improvements), Lyndhurst, NJ.
- Kidspot at Memorial Field (Access-for-All Playground), Rutherford, NJ.
- Memorial Park-Diamond 3 Improvements (Reconstruction of Baseball Field), Rutherford, NJ.
- Mt. Pleasant Playground and Crescent Road Park Improvements (CDBG Funded), Wallington, NJ.
- Zimmermann Park Improvements (Bergen County Open Space Funded), Carlstadt, NJ.
- Borough Hall Parking Improvements, Carlstadt, NJ.
- Father Glotzbach Field Re-turf Improvements, Nutley, NJ.
- 8 Avon Court (New Two-Family Duplex), Bergenfield, NJ.
- 20 Prescott Avenue (New Two-Family Duplex), Garfield, New Jersey.

Education:

- Bachelor of Science in Civil Engineering, New Jersey Institute of Technology, May 2016

Professional Qualifications and Associations:

- New Jersey Licensed Professional Engineer

- Stormwater Management Design Review Course

PATRICK J. CARBERRY, P.E., P.P., C.M.E., Project Manager

Mr. Carberry has forty-four (44) years of experience in the fields of environmental and civil engineering. He has been responsible for the preparation of plans, specifications and design for various water, wastewater, and municipal projects. In addition, he has also prepared engineering studies.

Mr. Carberry has served as a client representative to municipal water and sewer committees and has served as a Planning and Zoning Board of Adjustment Engineer.

Featured projects are:

- Design of numerous water distribution, pumping stations and storage facilities, including a project with a 1,200-gpm booster pumping station, two reservoirs and a SCADA system with an estimated cost of \$3.2M.
- Design of several wastewater treatment plants including a \$75 million secondary wastewater treatment facility, and a \$55 million solids-waste resource facility.
- Design of pretreatment facilities, including a pilot study for a state-of-the-art industrial pretreatment facility utilizing, and ultrafiltration treatment process on an industrial wastewater stream.
- Design of numerous sewage and stormwater pumping stations, including a 32,000-gpm stormwater pumping station in Bergen County.
- Developed water master plan for several municipalities in New Jersey.
- Responsible for numerous engineering studies and basis of design reports, as well as regulatory compliance for municipal water and wastewater systems.

Professional Qualifications and Associations:

- New Jersey and New York Professional Engineer
- New Jersey Professional Planner
- New Jersey Certified Municipal Engineer
- Life Member of the American Water Works Association
- Member of the Water Environment Federation
- Member of the New Jersey Society of Municipal Engineers

Mr. Carberry has received recognition from the American Consulting Engineering Council as a 1998 National Finalist in the Engineering Excellence Award Competition for the project entitled, *Removing Heavy Metals by Ultrafiltration*.

YASSEEN SAAD, P.E., Project Manager

Mr. Saad joined the Neglia Group in November 2021 and brings with him over six (6) years of experience in public/private projects. Manages municipal engineering on behalf of the Borough of Norwood, NJ, coordinating with the Planning and Zoning Boards and the Mayor and Council to perform engineering designs, obtain applicable grants and permits, review board applications, generate preliminary cost estimates, and conduct the competitive bidding process.

Mr. Saad is involved with Design/regulatory permitting, Roadway construction design, Water main/force main construction, Athletic fields, Pump station design, Sanitary sewer design, Stormwater management design, Municipal planning / zoning reviews, NJDEP land use permitting and all Grant applications.

Featured projects are:

- Sandford Avenue Pump Station and Sanitary Sewer Improvements, Kearny, New Jersey
- Fish House Road & Pennsylvania Avenue Water Main Reconstruction, Kearny, New Jersey
- Woodcrest Drive Pump Station Improvements, Woodcliff Lake, New Jersey
- Knickerbocker Baseball Field Improvements Design and Construction Management, Norwood, New Jersey
- Norwood Dog Park Design and Construction Management, Norwood, New Jersey
- Summit Avenue Roadway Improvements, Hackensack, New Jersey
- Maple Street and Highland Avenue Roadway Improvements, Kearny, New Jersey
- Norwood 2022 Municipal Road Program, Norwood, New Jersey

Education:

- Bachelor of Science in Civil Engineering, Rutgers University, New Brunswick, NJ
Magna Cum Laude
- Master of Science, Civil Engineering, Rutgers University, New Brunswick, NJ

Professional Qualifications and Associations:

- New Jersey Licensed Professional Engineer
- Stormwater Management Design Review Course

SCOTT LOVERICH, P.E., Project Manager

Mr. Loverich joined the Neglia Group in November 2020 and has over four (4) years of experience engineering both private and municipal sector projects. Specifically, he has engaged in the design, regulatory permitting, review, and construction management of numerous development projects in both the private and municipal sector.

Prior to joining the Neglia Group, Mr. Loverich was a Design Engineer at Dynamic Engineering Consultants, PC in Chester, NJ. His experience includes working on a variety of municipal, county and state engineering projects including roadway construction, water main construction, various sporting field designs, regional and local stormwater conveyance system improvements, as well as municipal planning / zoning board reviews for various project types. He has also worked on site engineering design for retail, mixed-use, residential, and commercial development projects. In addition to the above, Mr. Loverich has experience in preparing NJDEP Land Use Permitting reports for many of these projects.

Featured projects are:

- 705-713 Newark Avenue (86 Unit Multi-Family Residential), Elizabeth, NJ
- 538-546 Morris Avenue (56 Unit Multi-Family Residential), Elizabeth, NJ
- 329 Alfred Avenue (255 Unit Multi-Family Residential), Teaneck, NJ
- 473-477 Harrison Street (20 Unit Multi-Family Residential), Passaic, NJ
- 50-52 Locust Lane (Two (2) New Two-Family Duplexes), East Rutherford, NJ
- Glen Road Bridge Replacement, Woodcliff Lake, NJ
- Urma Avenue Stormwater Improvements, Clifton, NJ
- Oval Park Improvements, East Orange, NJ
- Knickerbocker Baseball Field Improvements, Norwood, NJ
- Norwood Dog Park, Norwood, NJ

Education:

- Bachelor of Science in Civil Engineering, New Jersey Institute of Technology, May 2019, Cum Laude

Professional Qualifications and Associations:

- New Jersey Licensed Professional Engineer
- Stormwater Management Design Review Course Certificate

JAMES LYLE, Senior Design Engineer

Mr. Lyle joined the Neglia Group as a full-time Design Engineer in February 2020 and has over three (3) years of experience in both public and private projects. Specifically, he has been involved in the design, regulatory permitting, and construction management for a variety of projects in both the private and municipal sector.

Since joining the Neglia Group, Mr. Lyle has worked on a variety of municipal and county engineering projects including roadway construction, water and force main construction, active recreational park design, storm drainage improvements, as well as completing municipal planning / zoning board reviews for various project types. In addition to the above, Mr. Lyle has experience preparing NJDEP Land Use Permitting reports for many of these projects.

Featured projects are:

- Garden Orchard Recreation Complex Phase I – III (Bergen County Open Space Funded), Carlstadt, New Jersey
- Belleville Municipal Stadium, Belleville, New Jersey
- Abbott Boulevard Streetscape, Fort Lee, New Jersey
- Meadowlands Grandstand Demolition and Improvements, East Rutherford, New Jersey
- Overpeck Golf Course New Clubhouse, Teaneck, New Jersey
- Essex Park & Nishuane Park Improvements (Green Acres Funded), Montclair, New Jersey
- Wallington Veterans Memorial Library, Wallington, New Jersey
- West Grantwood Park, Cliffside Park, New Jersey
- Wood-Ridge Recreation Complex, Wood-Ridge, New Jersey

Education:

- Bachelor of Science in Civil Engineering, New Jersey Institute of Technology, May 2020
- Certified in Revit

Professional qualifications and associations:

- Engineer-In-Training (NCEES)
- Stormwater Management Design Review Course Certificate

MATEO LUZURIAGA, Senior Design Engineer

Mr. Luzuriaga joined the Neglia Group in May 2019 after graduating with his Bachelor of Science in Civil Engineering from the New Jersey Institute of Technology (NJIT).

Before joining Neglia, Mr. Luzuriaga was a geospatial intern and assisted the Township of Parsippany-Troy Hills' Sewer Department with mapping out the town's sanitary sewer system, locating underperforming pumps at various pump stations, and finding more efficient pumps to replace them with.

Mr. Luzuriaga's technical skills include the following: AutoCAD Civil 3D, Revit, Water CAD, Turbocad, and ArcGIS.

Featured projects are:

- Bergen County Sport Court Improvements Project
- Lot E Parking Lot Improvements in Hackensack
- Explore Middle School Site Improvements in Jersey City
- 329 Alfred Avenue Multifamily Development in Teaneck
- Hudson County School of Technology Park Amenities and Parking Improvements in Secaucus
- Colfax Avenue Emergency Sewer Repairs in Clifton

Professional qualifications and associations:

- Engineer-In-Training (NCEES)
- Stormwater Management Design Review Course Certificate

ALLY TIERNEY, Senior Design Engineer

Ms. Tierney joined the Neglia Group in May 2020 after graduating with her Bachelor of Science in Civil Engineering degree from Stevens Institute of Technology.

Featured projects are:

- Kearny Boathouse Dock Improvements project in Kearny
- 2022 Kearny Lead Water Service Replacements and Roadway Improvements project in Kearny
- Highland Avenue Recreation Complex Improvements project in Wood-Ridge
- Ann Street School Improvements project in Newark
- Ridge Street School Improvements project in Newark
- New Bridge Medical Center Improvements project in Paramus
- Hathaway Street Sewer Improvements project in Wallington
- Eighth Street Road Improvements project in Carlstadt
- NJDOT Road Program in Bergen County
- 10th Street Playground and ADA Ramp in Carlstadt
- Old River Road Roadway Improvements in Edgewater
- Meadowlands Grandstand Demolition Project in East Rutherford

Professional qualifications and associations:

- Engineer-In-Training (NCEES)
- Stormwater Management Design Review Course Certificate

AUGUST MATARAZZO, Senior Design Engineer

Mr. Matarazzo joined the Neglia Group as a full-time Design Engineer in November 2020 after graduating with a Bachelor of Science in Civil Engineering from Temple University. Specifically, he has been involved in the design and construction management for a variety of projects in the municipal sector including site inspections at the new Wood-Ridge athletic complex.

Since joining Neglia, Mr. Matarazzo has worked on various municipal engineering projects, including roadway construction, traffic impact studies, and traffic safety analyses, and completing municipal zoning/planning board reviews for different project types.

HALEY MROZ, Design Engineer

Ms. Mroz joined the Neglia Group as an intern in June 2021 and became a full-time Design Engineer in June 2022 after graduating with a Bachelor of Science in Civil Engineering from the New Jersey Institute of Technology.

Featured projects are:

- Kearny and Bergen Avenue Roadway Improvements
- 2022 Kearny Roadway Improvements and Lead Pipe Service Replacements
- KUEZ Midland Streetscape Improvements
- Contract 4, Bergen County Road Program
- Park Ridge Roadway Improvements
- River Street Sewer Separation

JOHN WEBER, Design Engineer

Mr. Weber joined the Neglia Group as a full-time Design Engineer in May 2022 after graduating with a Bachelor of Science in Civil Engineering from Rowan University.

Featured projects are:

- Small Street Roadway Improvements and Various Parking Lot Improvements - Carlstadt
- Carlyle Court & Borough Hall Fire House Driveway - Carlstadt
- East Fairmount Avenue Roadway Improvements - Maywood
- Maybrook Drive Roadway Improvements – Maywood
- 7th Street Roadway Improvements – Fairview
- Cresskill Drainage Improvements – Cresskill
- River Road ADA Ramps Reconstruction Program - Edgewater

LAUREN ROBERSON, Design Engineer

Ms. Roberson joined the Neglia Group as a full-time Design Engineer in June 2022 after graduating with a Bachelor of Science in Civil Engineering and a minor in Architectural Studies from The Catholic University of America.

Featured projects are:

- Union Boulevard and Locust Avenue Streetscape Improvements
- Hartley Street Roadway Improvements
- Fort Lee Senior Housing
- Paterson Avenue Roadway Improvements
- South Street and Church Street Roadway Improvements
- Cresskill Drainage Improvements
- Haworth Public School Additions and Remodel
- King Street Roadway Improvements
- Woodland Park Pavilion Improvements
- Woodside Avenue Roadway Improvements
- East Fairmount Avenue Roadway Improvements
- Highland Avenue Recreation Complex Improvements

MICHAEL GORMLEY, Design Engineer

Mr. Gormley joined Neglia Group in 2020 after graduating from Stevens Institute of Technology in May 2020 with a degree in Civil Engineering. In fall 2017, Mr. Gormley interned with CME Associates as a field inspector. For his Senior Capstone Project, Mr. Gormley worked with a team of five civil and environmental engineers on the Smith Pond Rehabilitation, which focused on different avenues to solve flooding issues incorporating green infrastructure. Since joining Neglia Group, Mr. Gormley has provided services to Ackerman Avenue and the Ackerman Avenue Phase II project in Emerson and Tontine Avenue Phase II in Lyndhurst.



JAMMY VARGAS, Design Engineer

Ms. Vargas is a graduate of the New Jersey Institute of Technology and holds a Bachelor of Science in Civil Engineering. She began at the Neglia Group in September 2018.

Ms. Vargas holds a Certificate in Engineering Drafting/CADD, as well as a Certificate in Telecommunication Technologies. She is proficient in AutoCAD, Civil 3D 2020 Hydraflow Storm Sewer, AutoCAD Civil 3D Hydraflow Hydrographs 2020.

Featured projects are:

- Columbian Park, East Orange, NJ
- 2023 Road Resurfacing Project, Various Municipalities, NJ, County of Union, N J
- Year 48 CDBG Road Program - Improvements to Webster Avenue, Roselle Park, NJ
- 2021 Road Program, Bergen County (CDBG) and Municipally Funded, Emerson, NJ
- Memorial School Field Improvements, South Hackensack, NJ

KATHERINE ORELLANA, Design Engineer

Ms. Orellana is a graduate of the New Jersey Institute of Technology and holds a Bachelor of Science in Civil Engineering. She began at the Neglia Group in October 2022.

Ms. Orellana holds a Certificate in Design of ADA Curb Ramps and Pedestrian Access Routes. She is proficient in AutoCAD Civil 3D Imperial.

Featured projects are:

- Redstone Lane Improvements, Lodi, NJ
- LTPF Prospect Avenue & Grant Avenue, Oradell, NJ
- FY23 Various Roads – Improvements to Iroquois & Schirra Drive, Oradell, NJ
- Improvements to Mackay Avenue & John Street, Oradell, NJ

JOHN SABOL, L.L.A., Licensed Landscape Architect

Mr. Sabol joined the firm in February 2023, with over twenty-two (22) years of experience in Landscape Architecture. His projects include municipal and county parks, residential subdivisions, college campus master planning, industrial and commercial site development, urban revitalization programs and greenways.

In addition Mr. Sabol is involved with the following:

Project management, Project Coordination, Preliminary Design, Sustainable Stormwater Design, Planting Design, Design Development, Master & Site Planning, Cost estimating, Construction documentation & administration.

Featured Projects are:

Essex County Riverfront Park, West Orange Greenway and Bicycle trail masterplan, Canoe Brook Country Club Multiple Projects, New York Green Infrastructure/Rain Gardens Project, City of Philadelphia Green infrastructure and streetscape projects, City of Clifton Park Assessment and Masterplan, and Athenia Park for the City of Clifton.

Education:

- Rutgers University, New Brunswick, NJ – B.S. Landscape Architecture, Minor in History
- Technische Universität München, Freising, Germany, Summer 2000
- AutoCAD Civil 3D

Professional Qualifications and Associations:

- New Jersey Licensed Landscape Architect
- New York Registered Landscape Architect
- Pennsylvania Licensed Landscape Architect

SURVEYING/GEOSPATIAL DIVISION

GARY VEENSTRA, P.L.S., C.F.S., Director of Surveying/Geospatial, Principal

Mr. Veenstra joined the Neglia Group in May 2017. He has over 36 years of experience as a land surveyor. His extensive experience includes boundary and topographic surveys for both large and small sites including universities, local schools, government lands, commercial properties, warehouse sites, and residential developments.

As Director of the Surveying/Geospatial Group, Mr. Veenstra actively oversees all aspects of the surveying services as well as Geographic Information System (GIS) services provided to our clients. Mr. Veenstra is responsible for proposal writing, client meetings, coordination with internal and external clients, work scheduling, mentoring, boundary analysis, and supervision of all New Jersey and New York surveying services performed by Neglia.

Featured Projects are:

- Bergen County Utility Authority Force Main Project – approximately three (3) miles of route survey incorporating GPS, on-ground, riparian, and aerial mapping services.
- Expert witness for boundary dispute case in Mahwah, New Jersey.
- Internal monitoring of local entertainment arena.
- 1100-acre boundary survey completed of Fort Monmouth spanning three (3) towns in New Jersey for Fort Monmouth Economic Revitalization Authority (FMERA).
- Boundary and topographic survey completed of Governor's Island, New York (ACEC-Gold Award)
- Boundary and topographic surveys for various condominium sites.
- Surveys for various Bergen County Parks (including boundary, topography, utility designation and mapping, tree locations).

Education:

- Bachelor of Science – Civil Engineering, New Jersey Institute of Technology, Newark, New Jersey

Professional Qualifications and Associations:

- Licensed Professional Land Surveyor in New Jersey
- Licensed Professional Land Surveyor in New York (License No. 051049)
- New Jersey Society of Professional Land Surveyors
- New York State Association of Professional Land Surveyors
- National Society of Professional Land Surveyors
- Achieved a Certificate as a New Jersey Certified Floodplain Surveyor or (CFS) from New Jersey Society of Professional Land Surveyor's inaugural certification program (NJ-008)
- Served as a Past Chapter President of the New Jersey Society of Professional Land Surveyors and currently serving as a Director and the State Trig-Star Coordinator.

RICHARD CAPRIO, G.I.S.P., GIS Manager

Mr. Caprio brings eleven (11) years of experience working with GIS, having joined the Neglia Group in January 2019. Prior to joining Neglia, Mr. Caprio worked as a Senior GIS Specialist for the Township of Montgomery and within the County of Morris' GIS Division.

Mr. Caprio is responsible for administering GIS databases, managing dozens of municipal, county, state, and private datasets, and directing the interactive and static map deliverables our clients use on a daily basis. Since joining Neglia, Mr. Caprio has increased data management support for existing clients and created reliable workflows to efficiently manage datasets in the Utilities, Roads, Tax, Public Safety, and Land Management sectors.

Featured projects are:

- Created an inventory and maintain datasets of Bergen County Utilities Authority (BCUA) sewer infrastructure throughout forty-seven (47) Bergen County municipalities and over 100 miles of sewer pipeline.
- Researched and accurately represented zoning districts for the eighty-eight (88) municipalities within the New Jersey Highlands Council authority, spanning six (6) counties.
- Oversee data collection and accuracy as part of Water Main Replacement and Lead Service Line Replacement programs with Veolia North America (Formerly Suez North America) in multiple municipalities.
- Generate new digital tax maps for various municipalities across New Jersey and construct GIS parcels for efficient data maintenance workflows.
- Designed interactive collection and calculation methods for a Road Paving Assessment in the City of Hackensack, NJ and provide interactive and static deliverables on a regular basis.

Education:

- GIS Professional Certification from the GIS Certification Institute
- Bachelor of Science – Community, Environment & Development; Environmental Economics and Policy Option, The College of Agricultural Studies, The Pennsylvania State University, University Park, PA
- Minors: Geographic Information Systems (GIS), Italian

Professional Qualifications and Associations:

- New Jersey Geospatial Forum
- Mid-Atlantic Chapter of the Urban and Regional Information Systems Association (MAC URISA)

PATRICK PROCTOR, CAD Manager

Mr. Proctor has been with Neglia Group for a total of nine years. His 29 years of overall experience in providing support and coordination for a multitude of surveying and CAD-related projects has enabled Neglia to provide our clients with the attention they have come to expect. Mr. Proctor has a hunger for knowledge related to computer systems and computer-aided drafting and is eager to share this information with those around him, as well as the clients that Neglia serves.

Mr. Proctor leads the Neglia CAD team and maintains and coordinates the field crew schedules. His leadership in this area enables a smooth transition from field collection of data to preparation of the final deliverable for each project. Mr. Proctor has created and maintains CAD templates and field coding to enable Neglia to work as efficient as possible while still providing a quality product.

MICHAEL TOMLINOVICH, GIS Specialist

Mr. Tomlinovich joined the Neglia Group in May 2020 after completing his studies at Lehigh University. Mr. Tomlinovich began working with GIS in 2016 while interning for Veolia North America (formerly SUEZ North America) and continued to develop his skills through interning at the Neglia Group before joining full-time.

Mr. Tomlinovich responsibilities include building and managing of GIS databases and related county, municipal, state, and private datasets. Mr. Tomlinovich has contributed to the development of improved workflows of projects involving this data, most recently in the Utilities and Tax sectors, and the improvement of data functionality and visibility for public and private clients.

Featured projects are:

- Field collection and maintaining of datasets of **Bergen County Utilities Authority (BCUA)** sewer infrastructure throughout forty-seven (47) Bergen County municipalities.
- Data management and overseeing of Water Main Replacement and Lead Service Line Replacement programs with **Veolia North America** (Formerly Suez North America).
- Mapping of zoning districts for the eighty-eight (88) municipalities within the **New Jersey Highlands Council** authority, spanning six (6) counties.
- Manage the creation of new digital tax maps for **various municipalities across New Jersey** and construction of GIS parcels for ease of data updating and altering.

Education:

- Bachelor of Science-Mechanical Engineering
P.C. Rossin College of Engineering and Applied Science, Lehigh University, Bethlehem, PA

Professional Qualifications and Associations:

- New Jersey Geospatial Forum
- Mid-Atlantic Chapter of the Urban and Regional Information Systems Association (MAC URISA)

JOHN LOPRESTI, Crew Chief

Mr. LoPresti joined the Neglia Group in 2018 and brings with him over twenty-two (22) years of surveying experience both in New Jersey and in the State of Washington. Mr. LoPresti was employed by Langan Engineering in the past few years. His vast knowledge of surveying instruments, data collection, and survey grade GPS equipment has set him apart from his peers and he uses this knowledge to manage and mentor his fellow survey team members.

Mr. LoPresti has attended many continuing education courses in order to increase his knowledge and remain at the forefront of technology. He also keeps a 40 OSHA Certification and encourages others to work safely on a daily basis. Mr. LoPresti passed Level 1 of the Certified Surveying Technician (CST) test in Winter 2020.

CONSTRUCTION DEPARTMENT

JASON R. MENZELLA, Director of Construction

As Director of Construction for the Neglia Group, Mr. Menzella oversees day-to-day construction administration operations. His twenty years of experience includes a wide array of construction projects involving roadway reconstruction, construction of ADA curb ramps, asphalt milling and paving, sanitary and storm signals, bridge construction, athletic fields (synthetic and grass), playgrounds, steam cleanings,

RFP- MORRIS ROAD, SUSSEX ROAD, AND HUNTERDON ROAD FROM
WARREN ROAD TO WESTOVER TERRACE IMPROVEMENTS PROJECT

utility relocations and all levels of maintenance and protection of traffic. His experience also includes overseeing projects with water mains ranging from 8" main replacement to 15", as well as emergency repairs on 30" mains.

Featured projects are:

- Town of Kearny, Ivy Street Water Main Improvements – Chief Inspector. Project included the installation of an 8-inch watermain 1000 L.F. Project involved 125 one-inch water services, including milling, paving, and four fire hydrants.
- Town of Kearny, Ivy Street Water Main Improvements – Resident Engineer. Perform inspection on new one inch copper services from a 30-inch steel riveted main to new buffalo style curb boxes. Cleaning of coating on 30-inch main welding of new saddles and tapping into existing main 18 services – milling, paving, and concrete repairs allowed. (Approximate Construction Cost of \$722,000).
- Cliffside Park Road Program 2018-2019 – Area Manager. Project consisted of the milling and resurfacing of Lawton Avenue from Anderson Avenue to Borough of Ridgefield municipal border, and various streets located within the Borough of Cliffside Park including replacement/ installation of curbs, sidewalks, ADA curb ramps, NJDEP curb pieces, bicycle safe grates and other incidentals. (Approximate Construction Cost of \$1.2 Million).
- City of Clifton, Sanitary Sewer System Extensions – Chief Inspector. This project consisted of the extension of the sanitary sewer system on Hazel Street, as well as decommissioning an existing pump station and milling and paving of roadways that were impacted. (Approximate Construction Cost \$1.9 Million).

Professional Qualifications and Associations:

NICET – Level IV, OSHA – 40 Hour Training Certification, NJSAT – Asphalt Paving Technologist Certification, Certified Work Zone Safety Management (Bergen County), Certified ACI Concrete Field-Testing Technician – Grade 1, NJ Chapter of the American Concrete Institute Member, NJ Society of Asphalt Technologists Member, and he is Certified in Confined Space Entry.

DINO MENZELLA, Assistant Director of Construction

Mr. Menzella joined the Neglia Group in March of 2021 as an Assistant Director of Construction. He brings with him over 24 years of experience of Construction projects.

Featured projects are:

- **New Jersey Turnpike Authority Secaucus Interchange/Seaview Drive Extension – Inspector** The project involved the construction of a ramp network over and under the mainline for the movements to and from the NJ Turnpike's Eastern spur. The project included Two (2) new bridge structures, bridge widening, deck replacement, a multi-lane toll plaza, utility building and tramp connections to the Seaview Drive extension. (Approximate project cost \$180 million)
- **North Bergen – Sanitary Sewer Repairs - Inspector** The project included the removal and replacement of existing sanitary sewers up to 14' deep. Mr. Menzella was responsible for monitoring sheeting, utility relocation, controlled backfill and OSHA safety procedures. (Approximate Project cost of \$2 million).
- **North Bergen – 10th Street and Grand – Inspector** Project consisted of major traffic signal replacement, foundations, replacement of junction boxes, conduit installation, wiring, installation of Aluminum Poles and loop detectors. (Approximate Construction Cost of \$1.8 Million).
- **Township of Lyndhurst - Lewandowski Street – Lead Inspector.** This project consisted of water main, concrete curbs and sidewalks, storm drainage and asphalt. (Approximate Construction Cost \$720K).
- **Township of Lyndhurst – Town Hall Park -Phase 2 – Lead Inspector.** Bandshell, block wall, Staged Phase 3 – Electric with theatrical wiring. (Approximate job cost \$295K).

- **Township of Lyndhurst – Town Hall Park – Phase 3 – Lead Inspector.** Storm Drain, New Decorative fountain with control chamber. Concrete curb and sidewalk, brick pavers, Gazebo, Block seat walls and seating for Band shell. (Total job cost \$1.4 million)
- **Borough of Wood-Ridge – Donna Ricker Memorial Field – Lead Inspector.** Project included field turf surface for football, baseball, and softball fields. Fence system and backstops. Track surface and infield events. Concession stands, bathrooms, and storage buildings. (Total job cost \$2.1 million)
- **Bergen County, NJ (Paramus) – Bergen Regional Hospital - Inspector** Road resurfacing, concrete curb, and sidewalk. Coordinated communication with Hospital and staff daily. (Total job cost \$900K)
- **Bergen County – Overpeck Park – Inspector.** The project included storm drainage, irrigation system, and development of new baseball and softball fields for natural surfaces. 2 Turf Soccer fields with cooling system. 6 tennis courts, Bike pathway, Roadway into and out of park, parking lot construction, Musco lighting system. All infrastructure into park, electric, water, fiber optic telephones. Landscaping, comfort stations, maintenance building and amphitheater. (Project cost \$27 million)

Professional Qualifications and Associations:

- OSHA – 40 Hour Safety Training Certification
- OSHA - Certified in Confined Space Entry
- NJSAT – Asphalt Paving Technologist Certification (Member)
- Municipal Engineering/ General Construction 1 & 2 (Rutgers University)
- Certificate-Work Zone Safety Awareness (Rutgers University)
- Certified Work Zone Safety Management (Bergen County Community College)
- Certified ACI Concrete Field-Testing Technician – Grade 1

DAVID SURACE, Chief Inspector / Sr Construction Manager

Mr. Surace was hired by Neglia Group in September 2018 and brings with him 30 years of experience in the construction field with 20 years inspecting diverse construction projects. Mr. Surace's skillset includes construction management, managing and directing multiple inspectors, planning, scheduling, field inspections, investigating and resolving impediments encountered, quality control and work zone safety.

Professional experience:

- 30 years in various site, roadways, utilities, underground pipes, drainage system, retaining walls, asphalt, concrete, and masonry.
- Inspection and management of municipal, county, and private projects.
- Manage and direct multiple inspectors on any construction impediment.
- Coordinate and correspond with contractors, township officials, police directors, utility companies, and various residents and business owners.
- Verify project quantities and approve payment vouchers,
- Schedule coverage for municipal and private site inspections.
- Coordinate and attend preconstruction and field meetings.
- Review plans, specifications, and revisions to ensure contractor compliance.
- Efficiently and accurately ensure installation and testing procedures are followed and in compliance with engineering design.

Professional Qualifications and Associations:

- New Jersey Society of Asphalt Technologist
- HMA Asphalt Construction Technician
- Licensed and Certified Home and Construction Inspector
- NYU Construction Drawings Level I and II

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WARREN ROAD TO WESTOVER TERRACE IMPROVEMENTS PROJECT

- NYU Project Management Level I
- AHIT – Home and Construction training
- NYU – Fundamentals and interpretation of construction drawings.
- NYU – Managing and scheduling of construction projects.
- NJSAT – Understanding asphalt material, methods, equipment, and compaction

FRANK ZANGARI, Inspector / Construction Manager

Mr. Zangari was hired by Neglia Group in August 2021 and brings with him 32 years of experience in the heavy and civil construction field. Mr. Zangari conducts site inspections for projects including roadway reconstruction and underground utilities. Construction management duties include scheduling one or more contractors, resolving design conflicts and coordinating with public authorities.

Professional experience:

- 32 years in heavy site operations, roadways, water main, storm drainage systems, retaining walls, asphalt, concrete and electric utilities.
- Owner/operator of New Jersey construction company for 30 years completing projects for municipal, county, school, and private projects. Managed multiple crews including the allocation of labor and equipment.
- Performed quantity takeoff and cost estimates for public bids.
- Complete material submittal reviews.
- Coordinates with contractors, township officials, police directors, utility companies, and various residents and business owners.
- Confirm project quantities and review payment certifications.
- Coordinate and attend preconstruction and field meetings.
- Review plans and specifications.
- Complete field inspection and submit reports accordingly.

Education, Training, Certifications:

- OSHA 40 hr. site safety
- Competent person in excavation – OSHA certified.
- Confined Space Entry (Applegate/OSHA)
- Bachelor's degree – Seton Hall University / William Paterson University
- Construction Plans – Reading and Interpreting (NYU)
- Construction Project Scheduling and Control (NYU)
- Highway Inspection Procedures / Federal Aid Projects (CAIT)

Featured Projects:

- Bergen County HMGP backflow preventers project (Inspection / Construction Management)
- Belleville Municipal Stadium sports complex (Inspection)
- Fort Lee Watermain Replacement, Veolia (Construction Management, Inspection, As-builts)
- West Kinney Gardens Housing Complex, Newark, NJ (Sitework and utilities)

KEVIN BILIN, Licensed Wastewater Operator

Mr. Bilin joined the Neglia Group in 2014. He brings with him over thirty-one (31) years of diversified experience in the fields of public works, construction inspection, and Borough Administration. Working primarily in the public sector for most of his career, Mr. Bilin has an ingrained knowledge of how budget proceedings and various other municipal processes take place. Mr. Bilin is a Licensed C- 3 Collection

System Wastewater Operator and a Licensed S-3 Public Wastewater Treatment System Operator. He holds a B.S. in Biology from Loyola University of Chicago (1975).

THOMAS J. KOBYLINSKI, Construction Manager

Mr. Kobylinski joined the Neglia Group in July 2018 and brings with him nineteen (19) years of experience in inspecting various construction projects. Mr. Kobylinski's skill set includes surveying, planning, design, inspection, investigation, maintenance, and work zone safety.

Professional Experience:

- Inspection procedures and practices for infrastructure construction projects
- Inspection of county, municipal and private construction projects
- Reviewing plans and specs to ensure contractor compliance
- Correspondence with contractors, engineers, townships officials, police departments, utility companies, various business owners and residents
- Attending bid openings, pre-construction meetings and field meetings
- Checking project quantities to verify contractor payment vouchers
- Maintaining an extensive photo database and field reports for projects
- Managing time-sensitive deliveries of major payroll companies for leading courier service
- Managing and reviewing project data, interpreting drawings, blueprints, directives, and specifications
- Efficiently and accurately followed asphalt, concrete, traffic signal, bridge and culvert construction and testing procedures, practices, specifications, and projects

Professional Training:

- Rutgers University Center for Advanced Infrastructure and Transportation Local Technical Assistance Program, Safety Audit for Locals Workshop
- Econolite micro-processing controller training and signal control products
- PEEK Traffic Systems, Public User's Group Forum to the use of integrated Microcomputer processors for intersection control, Signal control products
- Rutgers University:
 - Forman's Training – Basic Work zone Safety
 - Forman's Training – Flagging Operations
 - Work Zone Safety
 - Pavement Markings A-Z

Professional Qualifications and Associations:

- New Jersey Chapter American Concrete Institute (ACI)
- International Municipal Signal Association (IMSA)
 - Traffic Signal Electrician Level II
 - Traffic Signal Electrician Level I
 - Traffic Signal Inspector
- New Jersey Society of Asphalt Technologies (SAT)
- Work zone Coordinator
- Flagger/ Nighttime Work Zone Safety
- Rutgers University Municipal/Engineering Construction Inspection, Parts I and II

RONALD SIMS, Construction Inspector

Mr. Sims works as our daily construction inspector and resident engineer.

Construction Management/ Construction Observation

- Supervise the full reconstruction of roadways, storm water and sanitary sewer structures within the municipalities of the Northern NJ Region.
- Oversee and coordinate the renovation of municipal owned properties, parks, and synthetic sports complexes.
- Provide technical assistance for NJDOT Highway Construction contracts.
- Monitored State and Federal policies for construction funding compliances.
- Interface with the local utility companies regarding services, repairs, and location conflicts.
- Performed the evaluations of the plans, specifications, and documents for constructability and completed all assignments efficiently.

Education

- 1965-1967-A.A. – Mechanical Engineering Technology, Trenton Institute of Technology
- 1969-1971 – Engineering Materials, Middlesex County College
- 1972-1973 – Business Organization, Somerset County College

Professional Qualifications and Associations:

- OSHA 40hr.HAZWOPER Health & Safety – NJ, 2003
- OSHA 8hr.HAZWOPER Health & Safety Annual Refresher – NJ
- Winter Vegetation Identification, Cook College, 2000
- On-site Wastewater Disposal Systems, Cook College, 1999
- On the Trail of Soil Clues, Cook College, 1999
- Soils & Site Evaluation for Septic Systems, Cook College, 1997
- Municipal Engineering Inspection, Rutgers University, 1997
- Highway Capacity Workshop, Traffic Institute Northwestern University, 1971
- Special Traffic Control Signals, Rutgers University, 1971

Section 4

Previous Experience

Neglia Group provides review, design, and construction management services for municipalities across Bergen, Essex, Hudson, Passaic, and Union Counties. Please see that we have provided the information regarding our experience in the tables, so that your municipality may refer to the information that you see fit. Table 1 highlights our long-term clients whom we serve on the Planning and Zoning Boards. Table 2 is a partial list of our County, Agency, Municipality and Authority clients. Table 3, we tailored our references to include individuals from municipalities who we are in daily communications with and will gladly provide a reference on our behalf.

Neglia Group is currently providing the following services as Municipal Engineer, Municipal Planner, Planning Board Engineer and/or Planner, and Zoning Board Engineer and/or Planner to multiple Municipalities. We also provide services to other Governmental Agencies and County Authorities.

Table 1 – Neglia Group’ Board Clients

Neglia Group has had the privilege of providing Planning and/or Engineering services for several New Jersey municipalities. Our long-standing relationships with these clients are built off of our appreciation and understanding of each Board member’s volunteered time to better their community. Neglia Group specifically has a minimum of ten (10) years’ experience servicing the Planning Board and/or Zoning Board of Adjustment for the following:

Municipality	Planning Board	Zoning Board of Adjustment
City of Clifton	✓	✓
Town of Kearny	✓	✓
Township of Lyndhurst	✓	✓
Borough of Maywood	✓	✓
Borough of North Arlington	✓	✓
Borough of Norwood	✓	✓
Borough of Wood-Ridge	✓	✓

Table 2 – Partial Listing of our County/Agencies/Municipalities/Authorities

<u>COUNTY OR COUNTY AGENCIES</u>	
<i>Bergen County Utilities Authority</i>	<i>CM and Special Site Engineer</i>
<i>Bergen County Housing Authority</i>	<i>Special Projects-Fort Lee Housing Authority</i>
<i>Bergen County Technical Schools</i>	<i>Construction Management</i>
<i>Bergen County</i>	<i>Multiple Prequalification's</i>
<i>Morris County</i>	<i>Special Projects Engineer</i>
<i>Passaic County</i>	<i>Special Projects Engineer</i>
<i>Somerset County</i>	<i>Special Projects Engineer</i>
<i>Union County</i>	<i>Engineering, Construction Management & On-Call Services</i>
<u>MUNICIPAL CONSULTANT OR AUTHORITY</u>	
<i>East Rutherford Public Works & Utilities Commission</i>	<i>Engineer</i>
<i>Township of Berkeley Heights</i>	<i>Engineer/On Call Licensed Operator S3</i>
<i>North Arlington/Lyndhurst Joint Sewerage Authority</i>	<i>Engineer/C3 Engineer</i>
<i>Borough of Cliffside Park</i>	<i>Special Projects Engineer</i>
<i>Borough of Roselle Park</i>	<i>Special Projects Engineer</i>
<i>City of Passaic</i>	<i>Engineer/On Call Surveyor</i>
<i>Passaic Valley Sewerage Commission</i>	<i>Special Projects Engineer</i>
<i>Union County Utilities Authority</i>	<i>Special Projects Engineer</i>
<i>Borough of Little Ferry</i>	<i>Special Projects Engineer</i>
<i>Township of Cranford</i>	<i>Special Projects Engineer</i>
<i>Hudson County Schools of Technology</i>	<i>Engineer on Record</i>
<i>Township of North Bergen</i>	<i>On Call Traffic Engineer</i>

Table 3 – Company References

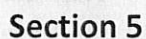
Please see below clients we serve on a daily basis and with whom we have built long-standing relationships.

Stephen Marks Town Administrator Town of Kearny 402 Kearny Avenue Kearny, NJ 07032 (201)991-0608	Christopher W. Eilert Borough Administrator Borough of Wood-Ridge 85 Humboldt Street Wood-Ridge, NJ 07075 (201)939-0202	Rose Inguanti Executive Secretary Borough of Rutherford 176 Park Avenue Rutherford, NJ 07070 (201)460-3004	Stephen Lolacono Borough Administrator Borough of North Arlington 214 Ridge Road North Arlington, NJ 07031 (201)991-6060 x108
Frank DeMaio Superintendent of Recreation Nutley Parks and Recreation 44 Park Avenue Nutley, NJ 07110 (973)284-4951 x2512	Gregory Franz Borough Administrator The Borough of Edgewater 55 River Road Edgewater, NJ 07020 (201)943-1700	Anthony D. Iacono Township Manager Township of Belleville 152 Washington Avenue Belleville, NJ 07109 (973)450-3322	Richard Gress DPW Superintendent Township of Lyndhurst 265 Chase Avenue Lyndhurst, NJ 07071 (201)438-5478

Project Summaries

Neglia Group' capability consists of a wide variety of engineering disciplines. We have completed 1000's of engineering projects including mine closures, traffic signals, pump stations and playgrounds.

The following summary sheets depict sample projects that our firm has worked on, thereby providing a more thorough display of our expertise. Project Summaries are located in the Appendix.



Required Documents

Business Registration Certificate/Certificate of Employee Report

Certifications/Professional Licenses/Project Summaries

Appendices
Required Documents
Business Registration Certificate/Certificate of Employee Report
Certifications/Professional Licenses/Project Summaries

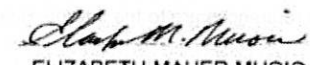


EXPERIENCED
DEDICATED
RESPONSIVE

negliagroup.com

New Jersey Business Registration Certificate & Certificate of Employee Information Report

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE PO BOX 252 TRENTON, N J 08646-0252
TAXPAYER NAME: NEGLIA ENGINEERING ASSOCIATES	TRADE NAME:	
ADDRESS: 34 PARK AVENUE LYNDHURST NJ 07071-1012	SEQUENCE NUMBER: 1045958	
EFFECTIVE DATE: 03/01/04	ISSUANCE DATE: 02/13/23	
FORM-BRC (04-08) D205848V		Director New Jersey Division of Revenue
This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.		

CERTIFICATE OF EMPLOYEE INFORMATION REPORT		Certification 7254 RENEWAL
This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-Mar-2023 to 15-Mar-2026		
NEGLIA ENGINEERING ASSOCIATES 34 PARK AVENUE LYNDHURST NJ 07071		 ELIZABETH MAHER MUOIO State Treasurer

LYNDHURST

34 Park Avenue
PO Box 426
Lyndhurst, NJ 07071
p. 201.939.8805 f. 201.939.0846

MOUNTAINSIDE

200 Central Avenue
Suite 102
Mountainside, NJ 07092
p. 201.939.8805 f. 732.943.7249

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Neglia Engineering Associates

2 Business name/disregarded entity name, if different from above

Neglia Group

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

34 Park Avenue, PO Box 426

6 City, state, and ZIP code

Lyndhurst, New Jersey 07071

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

2 2 - 1 9 0 0 0 8 1

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Maria Sposato

Date ► January 15, 2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

NOTICE OF CONSULTANT PREQUALIFICATION

FIRM: NEGLIA ENGINEERING ASSOCIATES
ADDRESS: 34 PARK AVENUE
LYNDHURST, NJ 07071

☐ INITIAL ☐ REVISED ☒ RENEWAL

DATE OF ISSUE: MARCH 2, 2023
EXPIRATION DATE: MARCH 15, 2025
FEDERAL ID NUMBER: 221 900 081

☐ MBE ☐ WBE ☐ SBE ☐ VOB

The Experience Questionnaire (FORM 48A), submitted by your firm, has been reviewed. As a result of this review, your firm may be invited to submit proposals for projects involving the checked discipline(s) having a not to exceed Construction Cost Estimate (CCE) as noted. For the purposes of this form, NA = no fixed amount.

☐ ARCHITECTURE	_____	☐ ROOFING CONSULTANT	_____
☐ ELECTRICAL ENGINEERING	_____	☐ ACOUSTICS	_____
☐ HVAC ENGINEERING	_____	☐ ASBESTOS DESIGN	_____
☐ PLUMBING ENGINEERING	_____	☐ ASBESTOS SAFETY MONITORING	_____
☒ CIVIL ENGINEERING	25 MILLION	☐ CLAIMS ANALYSIS	_____
☒ SANITARY ENGINEERING	25 MILLION	☐ TELECOMMUNICATIONS	_____
☐ STRUCTURAL ENGINEERING	_____	☒ FEASIBILITY PLANNING	1 MILLION
☐ ELEVATOR/CONVEYOR ENGINEERING	_____	☐ FIRE DETECTION SYSTEMS	_____
☐ SOILS ENGINEERING	_____	☐ FIRE PROTECTION SYSTEMS	_____
☐ FIRE PROTECTION ENGINEERING	_____	☐ FOOD SERVICE	_____
☐ ENVIRONMENTAL ENGINEERING	_____	☐ HYDRAULICS/PNEUMATICS	_____
☐ MARINE ENGINEERING	_____	☐ HYDROLOGY	_____
☐ LANDSCAPE DESIGN	_____	☐ SECURITY SYSTEMS	_____
☒ PLANNING	1 MILLION	☒ SITE PLANNING	25 MILLION
☒ LAND SURVEYING	NA	☐ HISTORIC PRESERVATION CONSULTANT	_____
☐ AERIAL SURVEYING	_____	☐ ENERGY AUDITING	_____
☐ HYDROGRAPHIC SURVEYING	_____	☒ TRAFFIC	NA
☐ FIRE & LIFE SAFETY RENOVATIONS	_____	☒ TRANSPORTATION	1 MILLION
☐ BUILDING COMMISSIONING	_____	☐ WASTE/WATER TREATMENT	_____
☐ BOILER/STEAM LINES/HIGH PRESSURE SYS.	_____	☐ ENERGY MANAGEMENT CONTROL SYSTEM	_____
☐ DAM/LEVEE DESIGN	_____	☐ RENEWABLE ENERGY CONSULTANT	_____
☒ BARRIER FREE/ADA DESIGN	1 MILLION	☒ CONSTRUCTION FIELD INSPECTION	1 MILLION
☐ ESTIMATING/COST ANALYSIS	_____	☒ PROJECT MANAGEMENT	25 MILLION
☐ INTERIOR DESIGN/SPACE PLANNING	_____	☐ ENVIRONMENTAL CONSULTANT	_____
☐ ROOFING INSPECTION	_____	☐ STORAGE TANK REMOVAL	_____
☐ CONSTRUCTION MANAGEMENT	_____	☐ STORAGE TANK INSTALLATION	_____
☐ CPM	_____	☐ PERIMETER SECURITY FENCING	_____
☐ ARCHAEOLOGY	_____	☐ INDOOR AIR QUALITY TESTING	_____
☐ GEOLOGY	_____	☐ LANDFILL CLOSURE	_____
☐ VALUE ENGINEERING	_____	☐ LEAD PAINT EVALUATION	_____
☐ HISTORIC PRESERVATION/RESTORATION	_____		

PREPARED BY:

Pamela Sullivan

PAMELA SULLIVAN
MANAGER, PREQUALIFICATION UNIT

APPROVED BY:

Richard S. Flodmand

RICHARD S. FLODMAND
DEPUTY DIRECTOR

By Christopher Geary, Assistant Deputy Director

NOTE: THIS IS AN ORIGINAL DOCUMENT. IT MAY BE REQUIRED AS PROOF OF YOUR PREQUALIFICATION STATUS.
PLEASE RETAIN THIS FORM FOR YOUR RECORDS.



STATE OF NEW JERSEY

SCHOOLS DEVELOPMENT AUTHORITY

32 EAST FRONT STREET
P.O. BOX 991
TRENTON, NJ 08625-0991

CONSULTANT NOTICE OF PREQUALIFICATION

for

Neglia Engineering Associates
34 Park Avenue, P.O. Box 426
Lyndhurst, NJ 07071

In accordance with N.J.A.C. 19:38A, your firm has been approved with the NJSDA for Prequalification:

Effective Date: March 2, 2023

Expiration Date: March 15, 2025

☐ Architecture		☐ Electrical Engineering	
☐ HVAC Engineering		☐ Plumbing Engineering	
☒ Civil Engineering	\$ 25 Million	☒ Sanitary Engineering	\$ 25 Million
☐ Structural Engineering		☐ Elevators & Conveyors	
☐ Soils Engineering		☐ Fire Protection Engineering	
☐ Environmental Engineering		☐ Marine Engineering	
☐ Landscape Design		☒ Planning	\$ 1 Million
☒ Land Surveying	\$ UNLIMITED	☐ Aerial Surveying	
☐ Hydrographic Surveying		☐ Fire & Life Safety Renovations	
☐ Building Commissioning		☐ Boiler/Steam Lines/High Pressure Systems	
☐ Dam/Levee Design		☒ Barrier Free/ADA Design	\$ 1 Million
☐ Estimating/Cost Analysis		☐ Interior Design/Space Planning	
☐ Roofing Inspection		☐ Construction Management	
☐ CPM Scheduling		☐ Archaeology	
☐ Geology		☐ Value Engineering	
☐ Historical Preservation/Restoration		☐ Roofing Consultant	
☐ Acoustics		☐ Asbestos Management & Design	
☐ Asbestos Safety Control Monitoring		☐ Claims Analysis	
☐ Telecommunications		☒ Feasibility/Master Planning	\$ 1 Million
☐ Fire Detection Systems		☐ Fire Protection Systems	
☐ Food Service		☐ Hydraulics/Pneumatics	
☐ Hydrology		☐ Security Systems	
☒ Site Planning	\$ 25 Million	☐ Historic Preservation Consultant	
☐ Energy Auditing		☒ Traffic	\$ UNLIMITED
☒ Transportation	\$ 1 Million	☐ Waste/Water Treatment	
☐ Energy Management Control Systems		☐ Renewable Energy Design Consultant	
☒ Construction Field Inspection	\$ 1 Million	☒ Project Management	\$ 25 Million
☐ Environmental Consultant		☐ Underground Storage Tank Removal	
☐ Underground Storage Tank Installation		☐ Premier Security Fencing	
☐ Indoor Air Quality		☐ Landfill Closure	
☐ Lead Paint Evaluation/Inspection			

ANY ATTEMPT TO ALTER OR MISREPRESENT ANY INFORMATION CONTAINED IN THIS NOTICE MAY RESULT IN PROSECUTION, DEBARMENT, AND/OR DISQUALIFICATION.

Information contained in this notice can be verified at: <https://sda03.njsda.gov/PublicReportsUI/VendorSearch.aspx>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/30/2024

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 Bogle Agency Insurance 200 Stuyvesant Avenue P.O. Box 236 Lyndhurst NJ 07071		CONTACT NAME: Philip G. Bogle PHONE (A/C, No, Ext): (201) 939-1076 E-MAIL ADDRESS: pgbogle@bogleagency.com FAX (A/C, No): (201) 939-3423	
INSURED Neglia Engineering Associates Inc. 34 Park Avenue PO Box 426 Lyndhurst NJ 07071-1012		INSURER(S) AFFORDING COVERAGE INSURER A: Selective Casualty Insurance Company INSURER B: Selective Insurance Co of America INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 14376 12572	

COVERAGES

CERTIFICATE NUMBER: CL2361247864

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			S 3204159	06/15/2023	06/15/2024	EACH OCCURRENCE \$ 2,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	☒ X, C, U Included						MED EXP (Any one person) \$ 15,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 2,000,000
	☐ POLICY ☒ PRO-JECT ☒ LOC						GENERAL AGGREGATE \$ 4,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY			S 3204159	06/15/2023	06/15/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☒ ANY AUTO						BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS	☒ NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB	☒ OCCUR		S 3204159	06/15/2023	06/15/2024	EACH OCCURRENCE \$ 5,000,000
	☐ EXCESS LIAB	☐ CLAIMS-MADE					AGGREGATE \$ 5,000,000
	☐ DED	☒ RETENTION \$.00					
	FOLLOWS FORM - GL, Auto & WC						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	☐ Y ☒ N	N/A	WC 9004000	06/15/2023	06/15/2024	☒ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER

CANCELLATION

Township of West Orange Department of Engineering 25 Lakeside Avenue West Orange, NJ 07052	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 Phil G. Bogle/MB <i>Philip G. Bogle</i>

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NEGLENG-01

RGREENLEAF

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/30/2024

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 have **ADDITIONAL INSURED** provisions or 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 World Insurance Associates, LLC 429 Hackensack St. PO Box 818 Carlstadt, NJ 07072-0818	CONTACT NAME: Roger Smith	
	PHONE (A/C, No, Ext): (201) 559-8155 489	FAX (A/C, No):
INSURED Neglia Engineering Associates P.O. Box 426 Lyndhurst, NJ 07071	E-MAIL ADDRESS: rogersmith@worldinsurance.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Continental Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		
NAIC # 35289		

COVERAGES**CERTIFICATE NUMBER:****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.

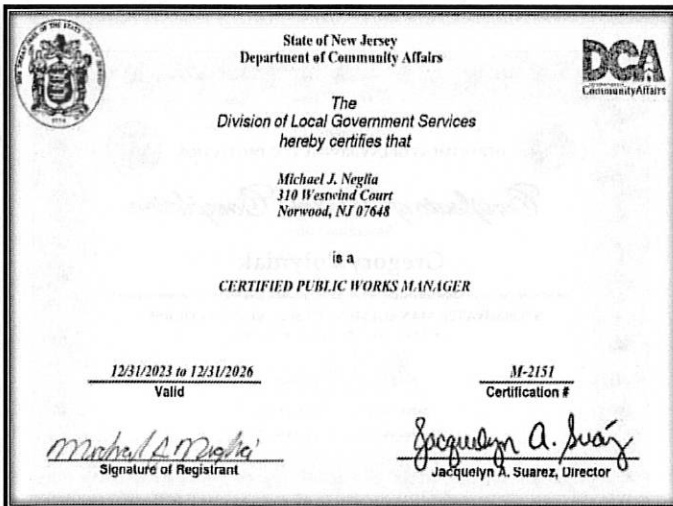
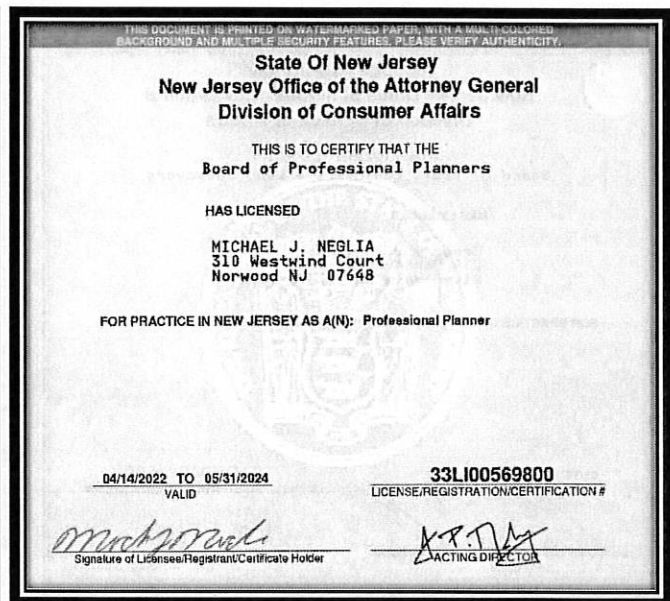
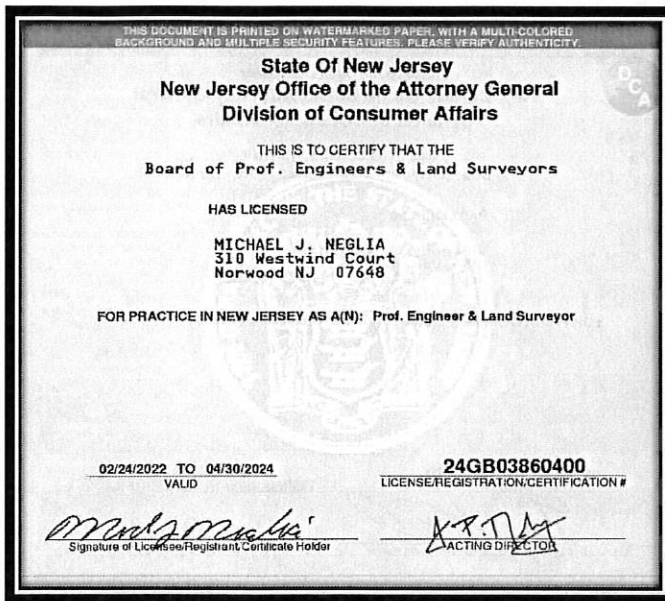
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab.			AEH008231806	2/20/2023	2/20/2024	Each Claim 5,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

Township of West Orange Department of Engineering 25 Lakeside Avenue West Orange, NJ 07052	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

Michael J. Neglia, P.E., P.P., P.L.S., C.M.E., C.P.W.M.



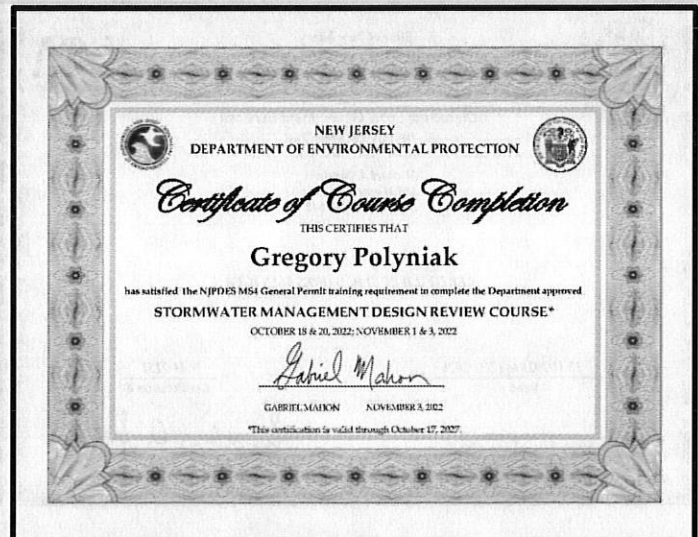
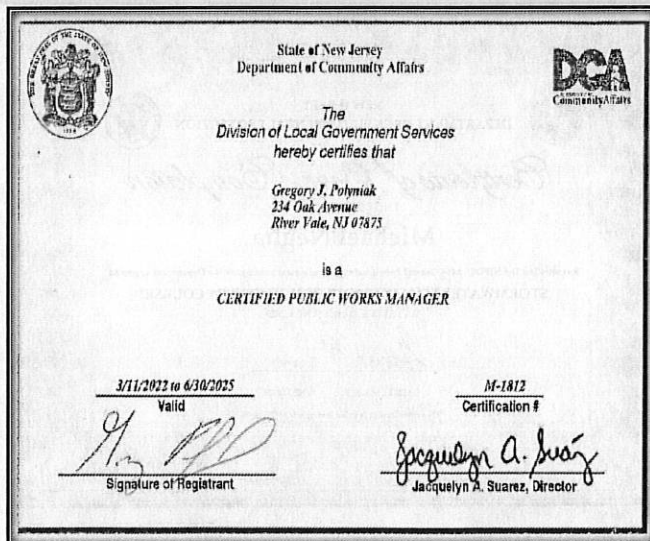
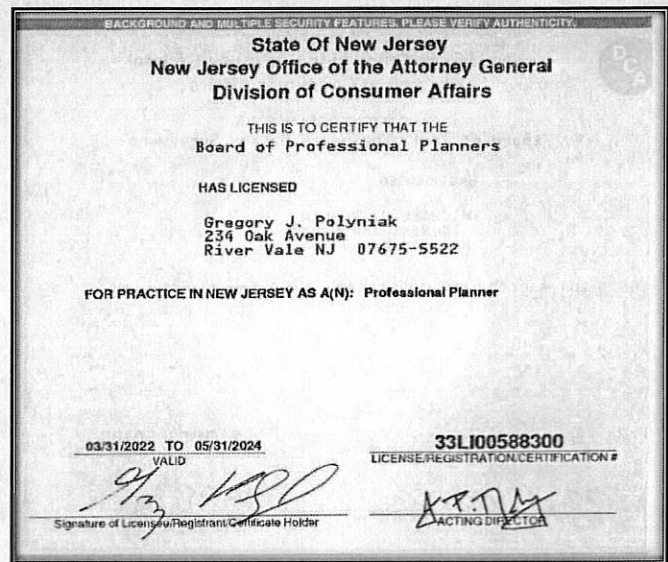
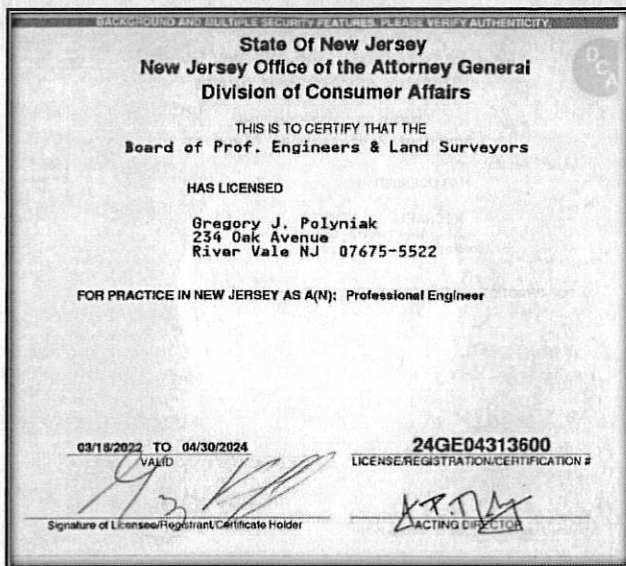
LYNDHURST

34 Park Avenue
PO Box 426
Lyndhurst, NJ 07071
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MOUNTAINSIDE

200 Central Avenue
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p. 201.939.8805 f. 732.943.7249

Gregory J. Polyniak, P.E., P.P., C.M.E., C.P.W.M.



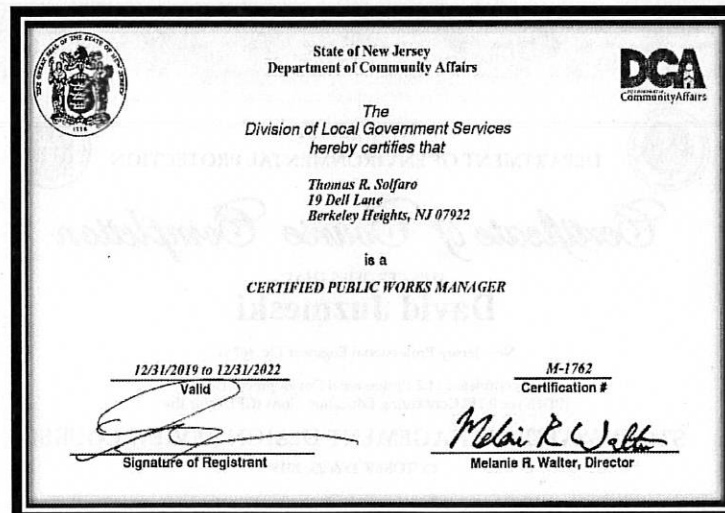
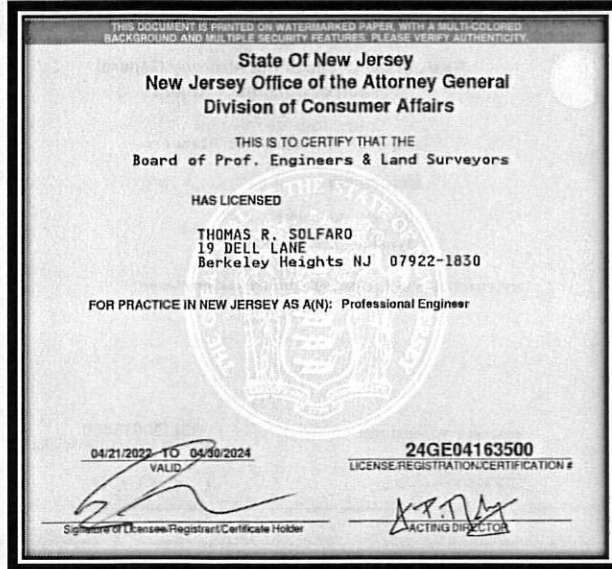
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Thomas R. Solfaro, P.E., C.M.E, C.P.W.M.



Stormwater Management Design Review Course – Certificate of Completion Information Below:

Last Name	First Name	Training Expiration Date	Reviewer ID
Solfaro	Thomas	2023-10-22	IHK5AV4

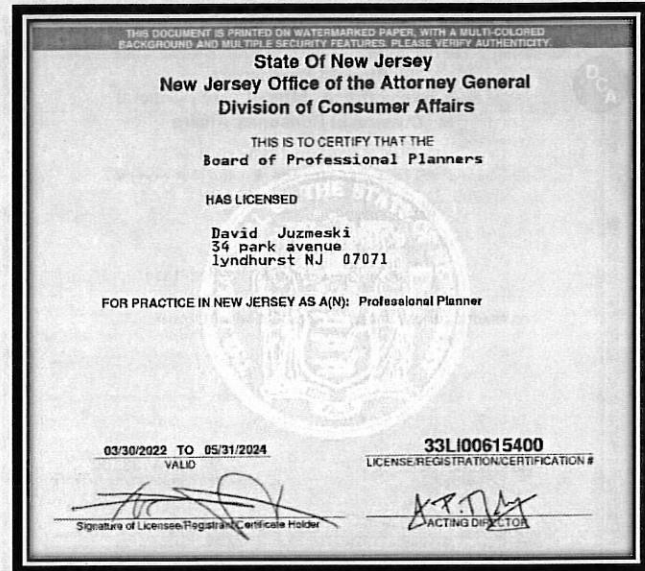
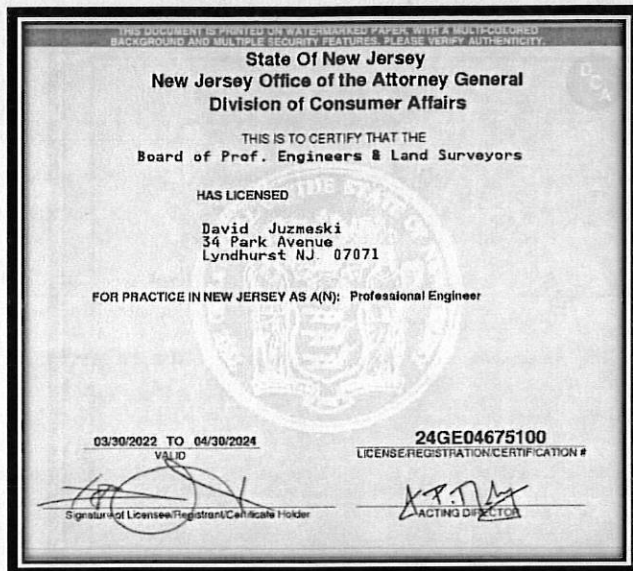
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David Juzmeski, P.E., P.P.



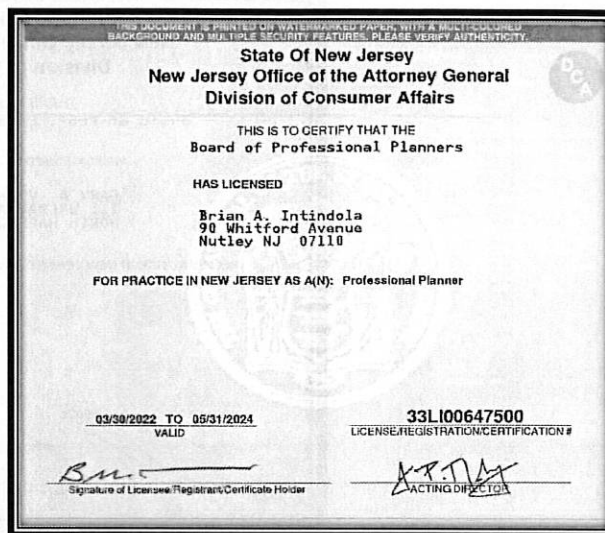
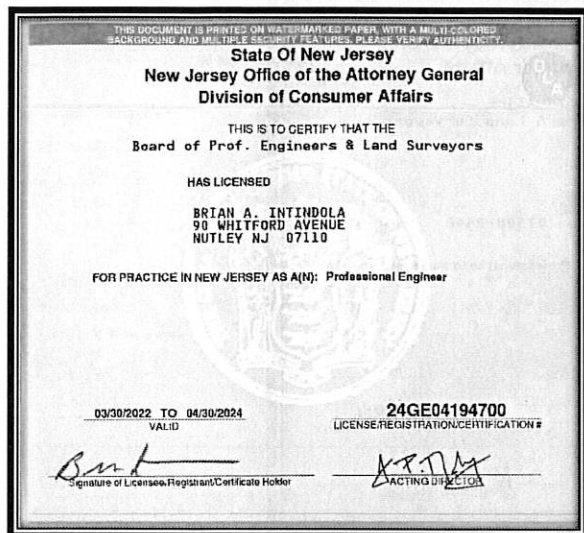
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Brian A. Intindola, P.E., P.P., C.M.E., C.P.W.M.



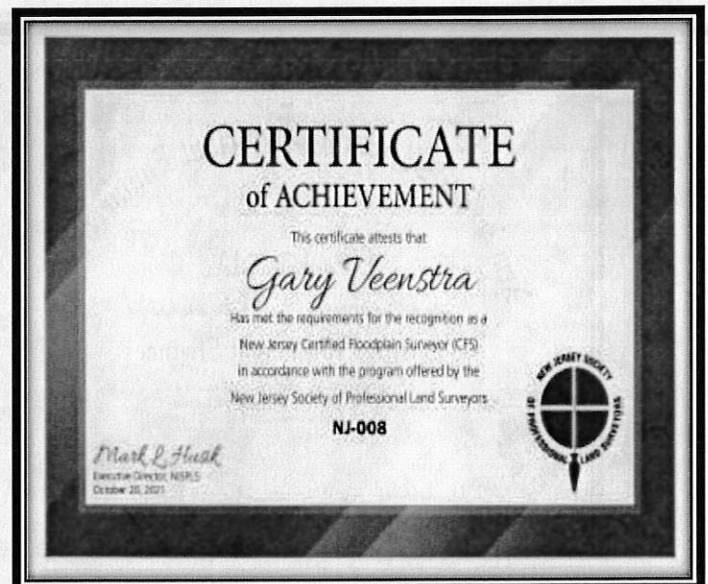
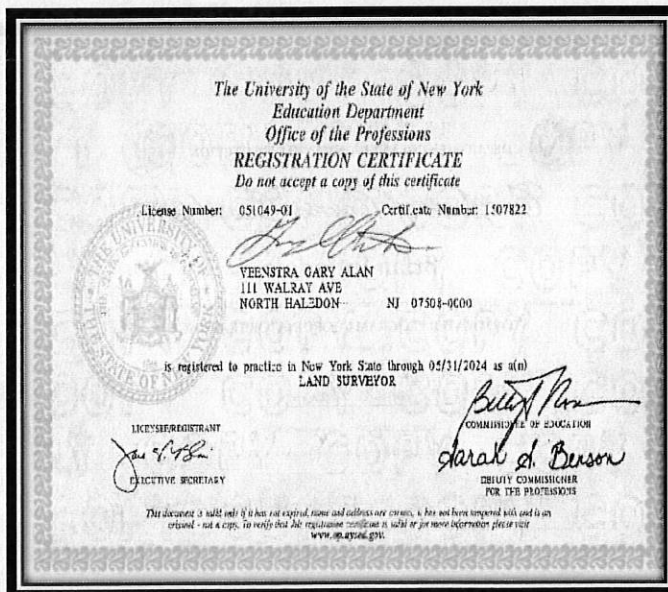
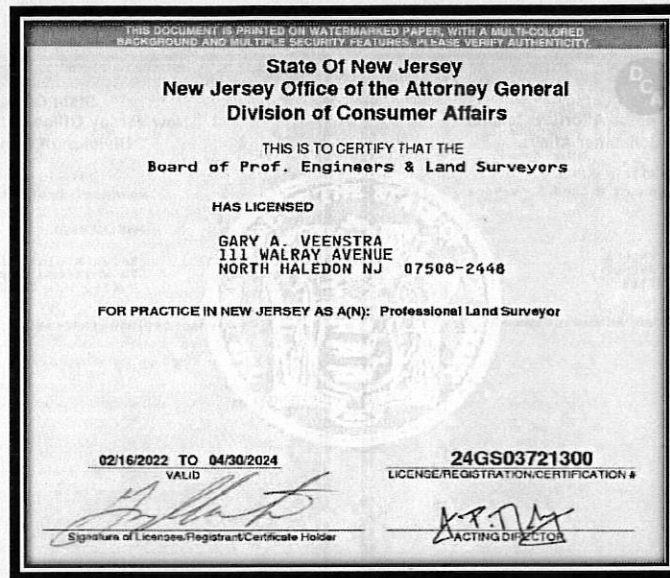
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Gary A. Veenstra, P.L.S., C.F.S.



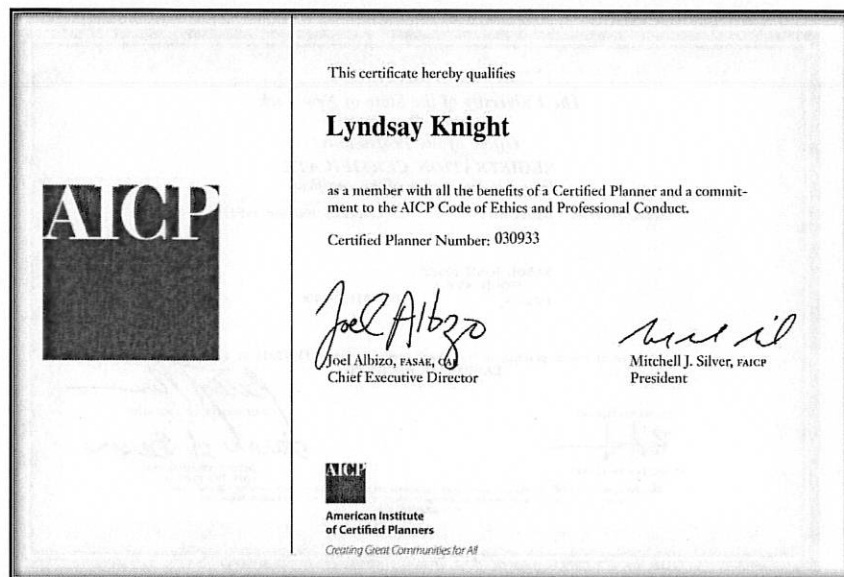
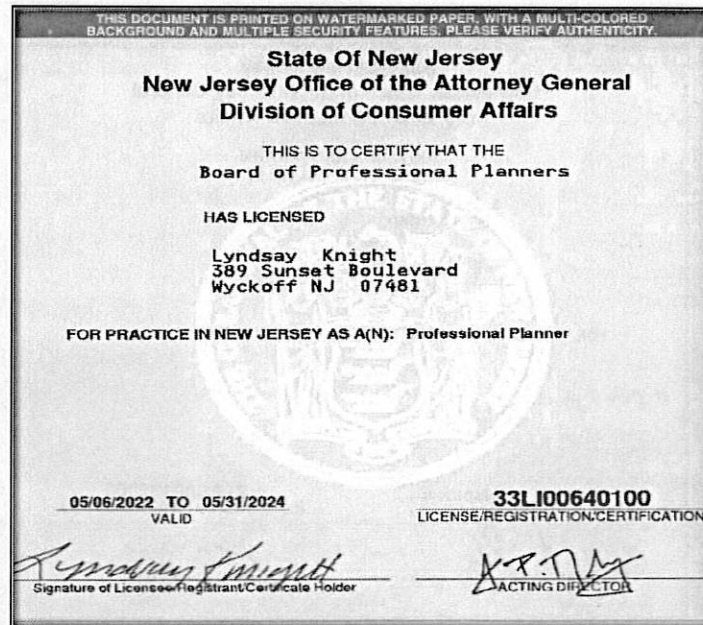
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Lyndsay Knight, P.P., AICP



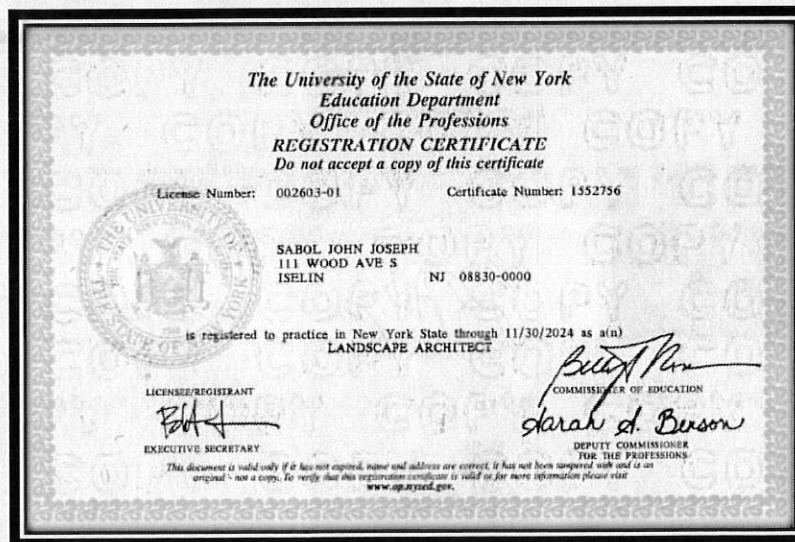
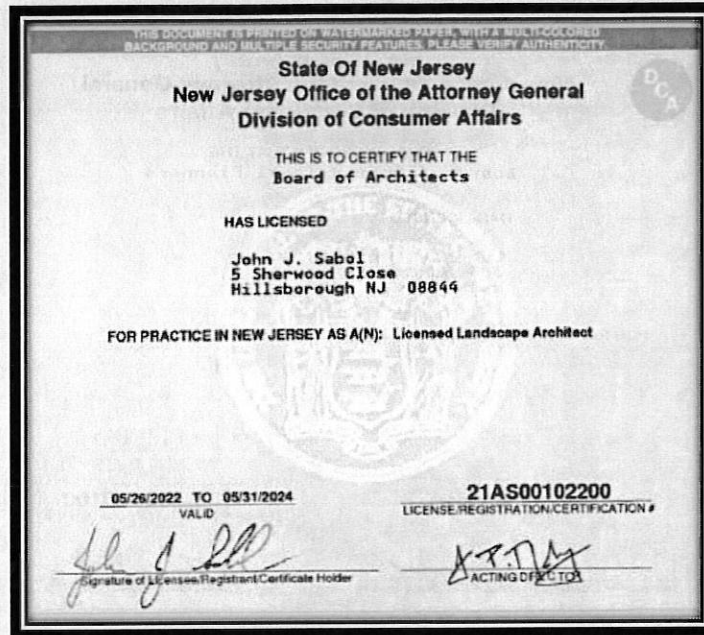
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John Joseph Sabol, L.L.A.



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PROJECT SUMMARY

Year 2020 Road Program Improvements (NJDOT Funded) Hackensack, NJ

The City of Hackensack selected the Neglia Group to provide Professional Engineering, Design, and Investigation Services for the City's 2020 Roadway Improvement Program. Below are the project details of the services that were provided.

- Repaved streets that the City of Hackensack identified as "in need of repaving," updated intersection sidewalks to meet ADA compliance, repaired and reconstructed inlets, as well as driveway aprons and sidewalks
- Neglia reviewed file maps and other documents of record and performed field surveys to establish approximate right of way lines in all areas in need of improvement
- Neglia held all necessary meetings and research required to coordinate all Municipal Departments
- Performed the final design and prepared Final Plans and Specifications so that they met all Municipal, County, State, and Federal requirements
- Neglia prepared preliminary bond estimates and identified grant opportunities from CDBG & NJDOT



Cedar Avenue

Project at a Glance

Client: City of Hackensack

Contact:

Susan Banzon
City Project Manager
(201) 646-7596

Location: Hackensack, NJ
Bergen County

Services Provided:

Investigation, Design, Engineering Services
Bid Coordination

Completion: November 2020

Construction Value: \$1.2 million
\$56,000.00 (Design)
\$48,000.00 (CM)

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PROJECT SUMMARYTownship of Berkeley Heights
Berkeley Heights, NJ

Neglia Group was selected by Berkeley Heights Township to provide Engineering Design and Construction Management services for various streets which are a part of the 2019 Capital Road Program. Neglia's responsibilities in the realm of this project included rehabilitation of Hamilton Avenue (b/t Park Avenue and the dead end), Rutgers Avenue (b/t Hamilton Avenue and Mountain Avenue), and Princeton Avenue (b/t Park Avenue and the dead end). The integral design elements were pavement mill and overlay, spot pavement reconstruction, select granite block curb and concrete sidewalk replacement, handicap ramp replacement, roadway stripping, driveway apron repairs, drainage structure retrofitting and right-of-way restoration. Neglia conducted a topographic survey extending to the full width of the right-of-way project limits.

Project at a Glance**Client:**

The Township of Berkeley Heights

Contact:Ms. Liza Viana, Township Administrator
(973)-464-2700**Location:**Berkeley Heights, NJ
Union County**Services Provided:**Topographic Survey
Construction Management
Engineering Design**Completion:**

February 2020

Construction Value:

\$350,313.42

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PROJECT SUMMARY**Green Street and Wesley Street Intersection**
Township of South Hackensack, New Jersey

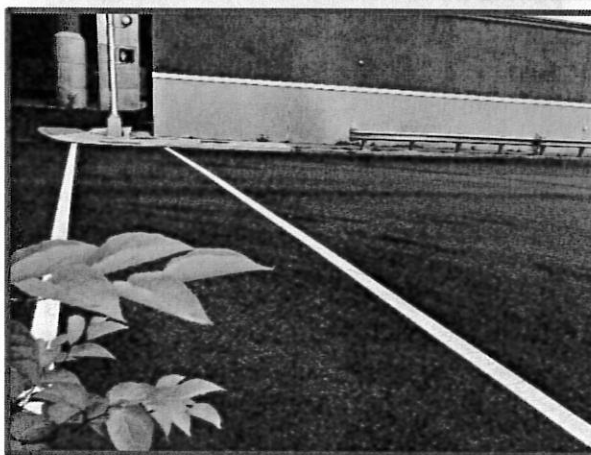
The Township of South Hackensack selected the Neglia Group to provide engineering services for the intersection and roadway improvements at the intersection of Green Street and Wesley Street. The intersection processes traffic from/ to Route 80, local traffic, and commercial traffic. Services provided for this project included roadway mill and pavement, traffic signal improvements, curb and ADA-ramp installation, and traffic striping. Neglia also prepared a Local Traffic Signal Plan in compliance with the NJDOT, MUTCD (Manual on Uniform Traffic Control Devices), AASHTO (American Association of State Highway and Transportation Officials), and County regulations and standards. Construction Management services were provided for the associated paving on Wesley Street.

Project at a Glance**Client:**

The Township of South Hackensack

Contact:Donna Gambutti, RMC
201-440-1815 ext. 104**Location:**South Hackensack, NJ
Bergen County**Services Provided:**Traffic Engineering
Design Engineering
Survey
Construction Management
Bid Coordination**Completion:**

November 2017

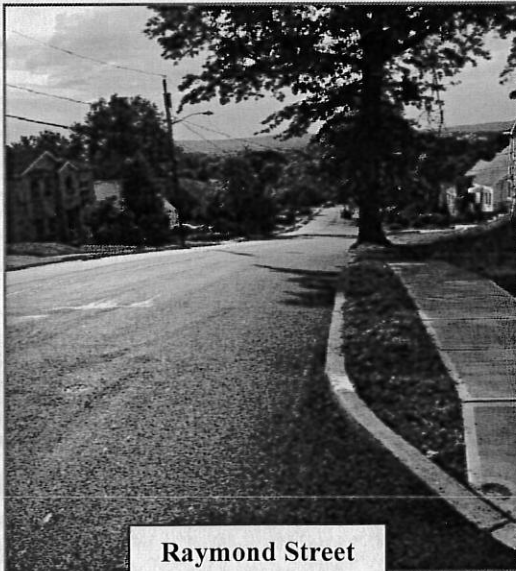
Construction Value: \$450,000**LYNDHURST**34 Park Avenue
PO Box 426
Lyndhurst, NJ 07071
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Suite 102
Mountainside, NJ 07092
p. 201.939.8805 f. 732.943.7249

PROJECT SUMMARY

2019 Hasbrouck Heights Road Program (NJDOT & Municipally Funded) Hasbrouck Heights, NJ

The Borough of Hasbrouck Heights selected the Neglia Group to provide Professional Engineering, Design, and Investigation Services for the Borough's 2019 Roadway Improvement Program. Below are the project details of the services that were provided.

- Repaved streets that the Borough of Hasbrouck Heights identified as "in need of repaving" and repaved along with identification and remediation of sewer systems in need of repair
- Neglia reviewed file maps and other documents of record and performed field surveys to establish approximate right of way lines in all areas undergoing improvement
- Neglia held all necessary meetings and research required to coordinate all the Municipal Departments
- Performed the final design and prepared Final Plans and Specifications so that Neglia met all Municipal, County, State, and Federal requirements
- Prepared preliminary bond estimates and identified grant opportunities from CDBG & NJDOT



Raymond Street

Project at a Glance

Client: Borough of Hasbrouck Heights

Contact:
Laurie Varga, Borough Administrator
(201) 288-0195

Location: Hasbrouck Heights, NJ, Bergen County

Services Provided:
Investigation
Design
Survey
Engineering Services

Completion: June 2020

Construction Value: \$720,000

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PROJECT SUMMARY

Rockleigh Road Improvements – Phase II (NJDOT Funded) Rockleigh, NJ

The Borough of Rockleigh selected the Neglia Group to provide Professional Engineering, Design, and Construction Management Services for the Borough's Rockleigh Road Improvements, from Willow Avenue to the New York State Border. Below are the project details of the services that were provided.

- Installation of Belgian Block curbing from the curbing terminus of Rockleigh Road and milling and paving of roadway
- Neglia reviewed file maps and other documents of record and performed field surveys to establish approximate right of way lines in all areas in need of improvement
- Neglia held all necessary meetings and research required to coordinate all Municipal Departments
- Performed the final design and prepared Final Plans and Specifications so that they met all Municipal, County, State, and Federal requirements
- Neglia prepared preliminary bond estimates and identified grant opportunities from CDBG & NJDOT



Rockleigh Road

Project at a Glance

Client: Borough of Rockleigh

Contact:
William J. McGuire
Administrator
(201)-768-4217

Location:
Rockleigh, NJ
Bergen County

Services Provided:
Construction Management
Design
Engineering Services
Bid Coordination

Completion: July 2019

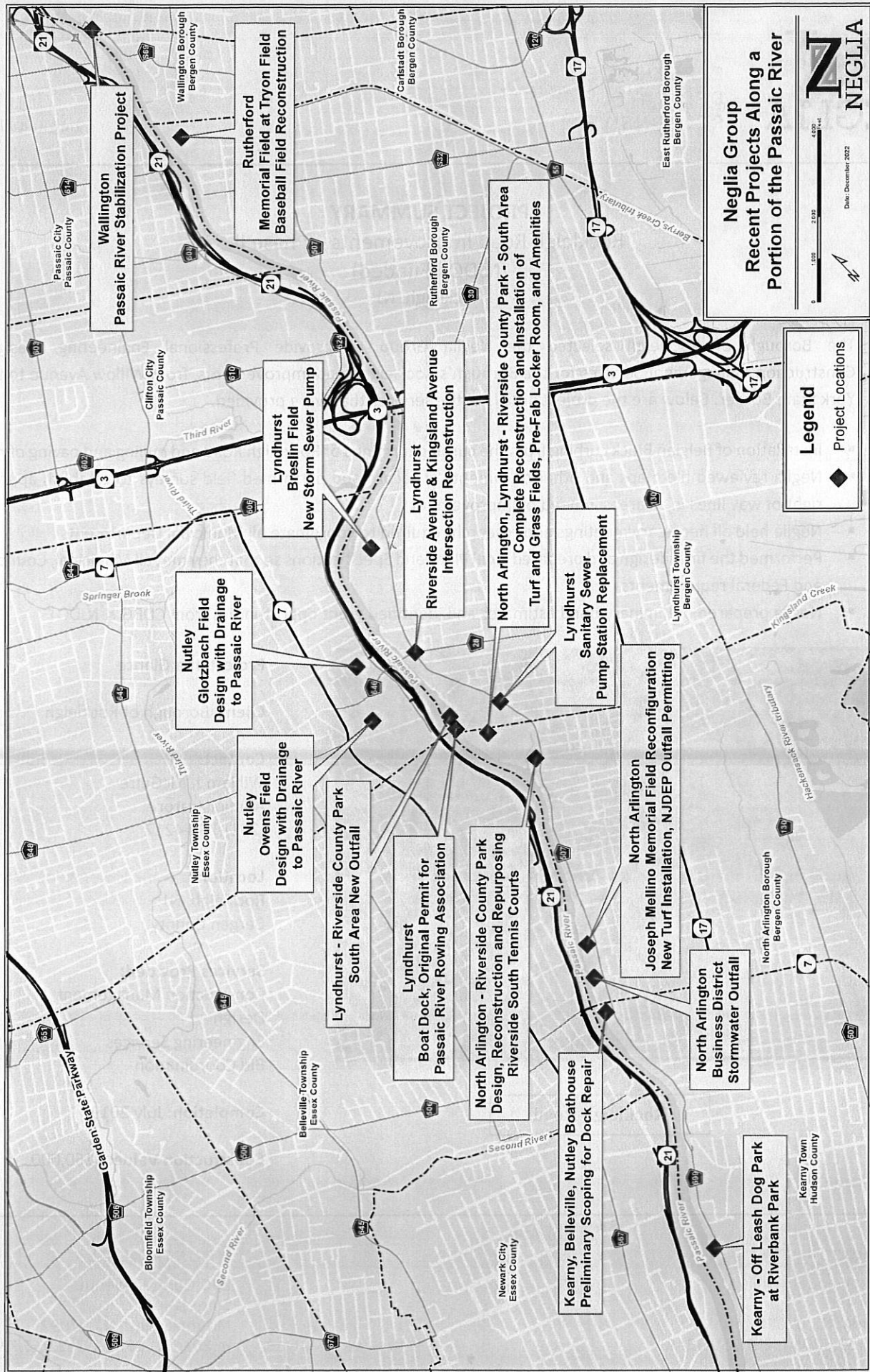
Construction Value: \$160,000

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PROPOSAL FOR
PROFESSIONAL ENGINEERING AND SURVEYING SERVICES
2024 NJDOT MUNICIPAL AID PROGRAM
MORRIS ROAD, SUSSEX ROAD, AND HUNTERDON ROAD
(From Warren Road to Westover Terrace)
WEST ORANGE TOWNSHIP, ESSEX COUNTY, NEW JERSEY
February 13, 2024



Greenman-Pedersen, Inc.

ENGINEERING | SURVEYING | PLANNING | CONSTRUCTION INSPECTION

301 Gibraltar Drive – Suite 2A
Morris Plains, NJ 07950

973-377-8500
www.gpinet.com

GPI

ORIGINAL

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Personnel Assignments

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Sample Insurance Certificate



February 13, 2024

Zayibeth Carballo, Assistant Municipal Engineer
Township of West Orange
Department of Public Works
25 Lakeside Avenue
West Orange, NJ 07052

RE: Response to Request for Proposals for Professional Engineering and Surveying Services
MA FY 2024 NJDOT Municipal Aid Program
Morris Road, Sussex Road, and Hunterdon Road from
Warren Road to Westover Terrace Improvements Project

Dear Ms. Carballo:

Greenman-Pedersen, Inc. (GPI) is very interested in performing Professional Engineering and Surveying Services as outlined in your January 29, 2024 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.

GPI has also performed numerous projects which received grants under the New Jersey Department of Transportation (NJDOT) Local Aid program, and we are quite familiar with their requirements. We recently completed the design and construction documents for the Nance Road, Warren Road, and King Road Improvements, which were partially funded through the NJDOT Municipal Aid Program for 2022.

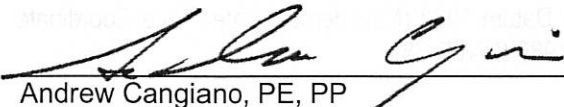
We understand the Township intends to advertise for bids on this project in Winter 2024/2025 with construction in Summer and Fall 2025.

Our November 28, 2023 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 February 13, 2024.

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


Michael E. Pirog, PE
Project Engineer

AC/MEP/rem

m:\proposals\mep\west orange\ma fy 2024 morris,sussex & hunterdon roads\proposal 02-13-24 ma 2024 morris rd, sussex rd and hunterdon rd.docx

SECTION 1

Scope of Services / Fee Schedule

Greenman-Pedersen, Inc. (GPI) understands that the Township of West Orange requires engineering, surveying, and construction management services necessary for the MA FY 2024 NJDOT Municipal Aid Program Morris Road, Sussex Road, and Hunterdon Road from Warren Road to Westover Terrace Improvements Project. Throughout the firm's 58-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, a complete design and bid package or packages including cost estimates, plans and specifications (twenty copies each) for bidding purposes.

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

The RFP specifies the following improvements:

1. **SURVEYING SERVICES**

- A. Topographic Survey and Base Mapping that will provide a topographic field survey and base mapping suitable for the proposed improvements, which will include, but will not be limited to, the following items:
 1. Establishment of centerline of existing street.
 2. Topographic survey of all trees, shrubs, walls, driveways, walks, steps, and other existing features within the ROW and farther where necessary to the proposed improvements.
 3. Right of way will be shown from available Township Tax Map information.
 4. Topographic Survey including additional topography behind the curb and sidewalk of the roadways and at road intersections.
 5. Top and Bottom of curb elevations, storm inlets with inverts and pipe sizes, sanitary manholes with rim elevations, and any other utilities visible on the roadways will need to be located.
- B. Establish horizontal control 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;

As part of the deliverables, an electronic AutoCAD file of the Boundary and Topographic Survey will be provided to the Township.

2. **CIVIL ENGINEERING SERVICES**

- A. Proposed roadway profiles matching existing grades;
- B. Roadway improvements include curb, sidewalk, aprons, pavement milling and resurfacing, pavement striping, new traffic signs, shade trees;
- C. Curb ramp plans and details as necessary;
- D. New drainage improvements as necessary;
- E. Drainage structure repairs with new frames, grates, curb pieces as necessary;
- F. New manhole castings, frames and covers as necessary. Repair existing manholes as necessary;
- G. Coordinate with WO Traffic Bureau for the preparation of traffic control and detour plans;
- H. Prepare construction details;
- I. 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, Traffic Control and Detour Plans, and Construction Details;
- J. Include one (1) meeting with Township Officials for Preliminary Design;
- K. Bid Package that includes bid set of plans and construction specifications in accordance with public bidding laws;

Bidding documents (plans and specifications) are to be part of the deliverables to the Township via AutoCAD, hard copy and PDF files.

The total length of each road is approximately:

Morris Road	1,535 linear feet
Sussex Road	585 linear feet
Hunterdon Road	1,855 linear feet

The total length of roads is approximately 3,975 LF.

SCOPE OF WORK

I. Topographic and Existing Condition Surveying Services

Boundary survey is not included in the scope of services. Right-of-way will be shown from Township Tax Map and County GIS information.

- A. We will conduct a field survey for Morris Road, Sussex Road and Hunterdon Road within the project scope and all adjacent intersections. The project length for all three (3) roads is approximately 3,975 feet long.

The survey will include the following:

- Establishing of elevation benchmarks outside of the anticipated area of construction. Benchmarks will be placed at the beginning and end of project limit, and at least two in the

construction limits. Vertical control will be based on NAVD 1988. Detailed descriptions of the elevation benchmarks shall be shown on the Plan Sheets.

- Location of all topographic features within the existing right-of-way and fifty (50) feet up any intersecting streets. These features will include buildings, curbs, sidewalks, driveways, depressed curbs, driveway aprons, sidewalk depressed curbs, steps, walls, pillars, fences, guide rail, trees greater than 4" diameter within the right-of-way (with diameters), shrubs, flag poles, lamp posts, sign posts, mailboxes, drainage swales and traffic signals and related equipment enclosures.
 - Locate all utilities by above ground observation and utility mark-outs. The horizontal locations and elevations of the sanitary sewer storm drainage features will be measured. The pipe material, invert elevations and pipe diameters will be measured only as needed for drainage improvements.
 - Property lines and right-of-way will be depicted based on the municipal tax map and County GIS information.
- B. Topographic base mapping of the project area will be prepared at a horizontal scale of 1"=20', using AutoCAD format. The plans will show the Tax Map right-of-way and all information located on the survey. Centerline profile will be provided at a horizontal scale of 1" = 20' and vertical scale of 1" = 2'. Cross-sections will be provided at a horizontal scale of 1" = 5' and vertical scale of 1"= 2'.
- C. Base map plans will be provided to the Township on printed sheets and digitally, in the format requested by the Township.
- D. All surveying and design information will be provided in standard engineering units (feet/10ths/100ths) or (feet/inches).

II. Civil Engineering Services

- A. 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.
- B. We will prepare engineering plans for each street at an anticipated scale of 1" = 20' utilizing the base mapping prepared above.
- C. Proposed roadway profiles will match existing grades.
- D. Curb ramp design will detail the construction of ADA compliant curb ramps utilizing NJDOT curb ramp standards and details. Curb will be granite 6" face, concrete curbs at ADA ramps.
- E. Design new granite curb for areas where required on all roads, milling of existing pavement and construction of new 2" surface course with full depth asphalt pavement where required, replacement sidewalk and driveway aprons as required, new striping and new traffic signage and shade trees as directed by the Township.

- F. We assume design of minor drainage improvements as necessary. Should substantial drainage upgrades be required, this proposal will be amended.
- G. New manhole castings as necessary, repair manholes as required and new catch basin frames, grates, curb piece, rebuild inlets as required.
- H. We will coordinate with West Orange Traffic Bureau and will prepare detour plans each roadway closure, as needed. Detour plans will depict detour routes with signage on to local and or County roadways as required for the roadway milling and resurfacing operations.
- I. All design criteria will comply with the current NJDOT and MUTCD specifications.
- J. We will prepare a complete set of specifications.
- K. A final Engineer's Estimate of Construction will also be prepared.
- L. All plans and specifications will be in accordance with New Jersey Department of Transportation Standard Specifications, and we will submit them for review by the NJDOT Local Aid Office.
- M. We will prepare and submit twenty (20) sets of Contract Documents.

ASSUMPTIONS

- 1. Full project length will be mill and overlay. No change to existing profile or cross-slopes.
- 2. Partial or full curb and sidewalk replacement assumed for all roads.
- 3. GPI will rely on Township to request utility mark-outs.
- 4. GPI assumes all railing, guide rails, steps, retaining wall or landscape walls will remain as-is. Replacement of these features is not anticipated and is excluded from this proposal.

FEE SCHEDULE – Surveying & Design

Our fee for the services outlined above is as follows:

<u>Item No.</u>	<u>Description</u>	<u>Lump Sum Fee</u>
Task I	Topographic and Existing Condition Surveying Services	\$18,700.00
Task II	Civil Engineering Services	\$16,830.00
TOTAL:		\$35,530.00

FEE SCHEDULE – Construction Inspection & Certification of Completion

The time required to perform construction inspection services is a function of established contract duration(s), contractor's schedule, and the Township's need for part-time or full-time inspection. We will provide construction inspection services to fit with the Township's needs. The services will be provided on an hourly basis.

Our fee for the above referenced services is as follows:

Construction Administration/Construction Inspection Services	\$105.00/hr.
Construction Inspection Overtime Rate	\$157.50/hr.

HOURLY BILLING RATES

As submitted in our Qualification package to the Township of West Orange on November 28, 2023, following are our municipal billing rates for 2024:

PROFESSIONAL ENGINEER	\$ 180.00
SENIOR PROJECT MANAGER, ENGINEERING	\$ 160.00
SENIOR PROJECT MANAGER, LANDSCAPE ARCHITECTURE	\$ 150.00
SENIOR DESIGNER	\$ 125.00
DESIGNER	\$ 95.00
INSPECTOR	\$ 105.00
ENGINEERING TECHNICIAN	\$ 85.00
PROFESSIONAL LAND SURVEYOR	\$ 170.00
SENIOR PROJECT MANAGER, SURVEYING	\$ 150.00
PROJECT SURVEYOR	\$ 135.00
SURVEYING TECHNICIAN	\$ 105.00
PARTY CHIEF	\$ 110.00
INSTRUMENT PERSON	\$ 95.00
ADMINISTRATIVE SUPPORT	\$ 75.00

SECTION 2

Personnel Assignments

For this project, GPI will perform the work in its entirety. No sub-consultants will be needed. All work will be done entirely within GPI's Engineering and Surveying Departments.

Michael E. Pirog, PE, Project Manager, will be responsible for the overall design, contract adherence, and overall project supervision. Mr. Pirog is quite familiar with the Township of West Orange, having worked on several other Township projects in recent years. He will be assisted by Engineering Department staff members Michael A. Wallo, PE, CME, Assistant Director of Engineering/Project Engineer and Lenin Cruz, Senior Designer. Quality Assurance-Quality Control (QAQC) will be performed by Andrew Cangiano, PE, CME, Director of Engineering – Morris Plains Office.

SECTION 3

Project Schedule

We are committed to adhering to the Township's goal to advertise for bids by **Winter 2024/2025**, with a construction start in **Summer/Fall 2025**. We anticipate work will proceed within one (1) week after the award of contract. GPI 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 1, 2024 Notice to Proceed award and have prepared the following Project Schedule:

April 1, 2024 (Assumed Award & NTP)		April 2024	May 2024	June 2024	July 2024	August 2024	September 2024	October 2024	November 2024
1	Surveying Services								
2	Design of Preliminary Plans/Specs								
3	Township Review and Comment								
4	Final Plans and Specifications for NJDOT								
5	NJDOT Review								
6	Final Bid Documents								

SECTION 4

Sample Insurance Certificate



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/19/2023

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 have ADDITIONAL INSURED provisions or 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: Jeff Kozarsky PHONE (A/C, No, Ext): 516-869-8788 E-MAIL: jkozarsky@genattgrp.com FAX (A/C, No): 516-470-0338	
INSURED Greenman Pedersen, Inc. (Morris Plains) 301 Gibraltar Drive, Suite 2A Morris Plains NJ 07950		INSURER(S) AFFORDING COVERAGE	
GREENMAN		INSURER A: XL Specialty Insurance Company NAIC # 37885	
		INSURER B: Everest National Insurance Company NAIC # 10120	
		INSURER C: North Pointe Insurance Company NAIC # 27740	
		INSURER D: QBE Insurance Corporation NAIC # 39217	
		INSURER E: Stonington Insurance Company NAIC # 10340	
		INSURER F: Allied World Assurance Company (U.S.) Inc. NAIC # 19489	

COVERAGES		CERTIFICATE NUMBER: 1051438221		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 WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GENTL AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:		171000795	12/31/2023	12/31/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/OP AGG \$ 4,000,000
C	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY		161001112	12/31/2023	12/31/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DEF X RETENTION \$ 10,000		XC5CU00324231	12/31/2023	12/31/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
E	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	152000765	12/31/2023	12/31/2024	X 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 F	Property Professional Liability		LMC0082200MA23A 03141016	12/31/2023 12/31/2023	12/31/2024 12/31/2024	Valuable Papers \$150,000 Each Claim \$2,000,000 Aggregate \$2,000,000

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

CERTIFICATE HOLDER SAMPLE FOR INFORMATIONAL PURPOSES ONLY	CANCELLATION 30 day notice applies 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
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ACORD 25 (2016/03)

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architects + engineers

1250 Route 23 North
Butler, NJ 07405 | tel 973.492.3300

| ENGINEERING NJ #24GA28019100

February 12, 2024

VIA EMAIL

Zayibeth Carballo, P.E.
Municipal Engineer
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052

**Re: Proposal for Professional Engineering Services
MA FY 2024 NJDOT Municipal Aid Program
Morris Road, Sussex Road, and Hunterdon Road from
Warren Road to Westover Terrace Improvements Project
H2M Proposal. No.: LP240146**

Dear Ms. Carballo:

In response to your Request for Proposal (RFP) dated January 29, 2024, H2M is pleased to present this Proposal to the Township for providing Professional Engineering Services for design for the above-referenced project. The following outlines our Project Understanding, Scope of Services, and Engineering Fee and Billing Method.

Project Understanding

The RFP identified a section of Hunterdon Road, Sussex Road, and Morris Road scheduled for improvement for a total length of 4,100 feet of roadway. The improvements include a combination of milling and resurfacing, pavement striping, curbs and sidewalk repairs, aprons, driveway repair, new ADA-compliant curb ramps, and restoration of manholes and catch basins and replacement of their castings at several locations as generally outlined in the RFP. Additionally, an 8-inch-diameter sanitary sewer on Hunterdon Road will be replaced between Tappan Terrace and Westover Terrace (approximately 700 linear feet). The extent and type of improvements will be made after a walkthrough inspection with the Township Engineer that will take place after the award of the Contract for Engineering Services.

The proposed improvements do not include road widening, changes in vertical or horizontal alignment, changes to existing underground utilities, changes to existing guide rails, or construction of new sidewalks. As on other projects, the Township's construction inspector will determine the exact layout of the ADA-compliant curb ramps during construction. Estimated quantities will be included in the bid items for the curb ramps and standard New Jersey Department of Transportation (NJDOT) curb ramp details will be included in the drawings. All construction will take place within existing rights-of-way. Therefore, boundary surveys or preparation of easements/right-of-way widening are not needed and are not included in the scope of services. A topographic survey (described below) will be used to show the extent of improvements and the estimated quantities associated with the improvements on each drawing. In addition, we will add house numbers found on Township Tax Maps to the drawings for the Township and Contractor's use during the construction phase of the project.

Our technical comments on the work to be completed are as follows:

- During the design period, the Township Forester, John D. Linson, will identify the trees on each street by location, type, and diameter that are to be removed. This information will be included with the Contract Documents issued to prospective bidders for the bidder's use in preparing his bid for various tree removal items.
- Existing curb elevations will not be changed to minimize any adverse impact on roadway or private property drainage patterns. Preparation of any cut sheets or any construction stakeout will be included in the work to be bid and performed by the Contractor.
- Replacement of the sanitary sewer on Hunterdon Road will not require a Treatment Works Approval (TWA) from the New Jersey Department of Environmental Protection (NJDEP), as the diameter, location, and slope will remain unchanged (N.J.A.C. 7:14A-22.4(a)5). H2M will utilize the services of DMC Associates to perform the necessary topographic survey of Wheeler Street needed to prepare base mapping that H2M will use to design the sewer replacement. H2M does not anticipate the need for a geotechnical investigation of the subsurface soils for this project and such service is excluded from our Proposal. If during the design, H2M and the Township determine that a geotechnical investigation is needed, H2M will furnish a separate proposal for such work.

Project Schedule

H2M will dedicate sufficient resources to complete the design services described herein to enable the Township to advertise for bids in the winter of 2024/2025. We anticipate that the Township will award the Contract for Engineering Services in the beginning of March.

Scope of Services

H2M will perform the following major activities and tasks for the proposed street improvements project:

Design Services

- Perform and prepare a topographic route survey within the project limits for the purpose of depicting existing physical surface features and developing base mapping for the preparation of Contract Drawings. The survey will include horizontal and vertical control, including setting benchmarks, and establish roadway centerline. The survey within the project limits for the sanitary sewer replacement on Hunterdon Road will include any field markout provided by respective utility companies. The limits of the survey will extend up to 10 feet beyond the existing right-of-way to include trees, shrubs, walls, driveways, walks, steps, and other existing surface features. The right-of-way will be shown on the Contract Drawings based on information provided by the Township. A copy of the survey will be provided to the Township in AutoCAD format.
- Perform walkthrough assessment of section of Hunterdon Road, Sussex Road, and Morris Road identified in the RFP with the Township Engineer to discuss the specific improvements planned for it.
- Design the sanitary sewer. After the base mapping for the sanitary sewer has been prepared, a preliminary alignment for the sewer will be established. A set of the base map drawings will be marked up to show this alignment and presented to the Township for acceptance. Once the preliminary alignment has been accepted, the design of the sewer will be finalized.

- Prepare Contract Drawings for the proposed sewer replacement work. The Contract Drawings will be prepared at a scale of 1" = 30', and will include pipeline profile with a scale of 1" = 30' horizontal and 1" = 3' vertical. We anticipate a total of 1 drawing will be needed to show the extent and character of the work.
- Prepare an application for Soil Erosion and Sediment Control Plan Certification and submit to the Hudson-Essex-Passaic Soil Conservation District (HEPSCD), as the sanitary sewer replacement is expected to result in a land disturbance of more than 5,000 square feet.
- Prepare Contract Drawings for the proposed road improvements. We anticipate that the following drawings will be prepared by H2M:
 - Cover Sheet – 1 drawing.
 - Key Map, Legend, and General Notes – 1 drawing.
 - Estimate of Quantities – 1 drawing.
 - Plan Drawings (scale 1" = 40' horizontal) of the section of Hunterdon Road, Sussex Road, and Morris Road indicated in the RFP – 5 drawings.
 - Construction Details, including granite block curbs, milling and resurfacing of roadways and driveways, concrete roadway repairs and leveling courses, curb ramps – 5 drawings.
 - Soil Erosion and Sediment Control Details – 1 drawing.
 - Traffic Control Details – 2 drawings.
- Contact the Township Police Department Traffic Bureau to coordinate the proposed road closures and traffic detours. Aerial imagery will be used for preparation of base mapping to show the extent of the proposed road closures and detours. Sign locations will be shown on the drawings for the Township and Contractor's use during the construction phase of the project. Prepare Traffic Detour Plans – 1 drawing.
- Prepare Technical Specifications for the sanitary sewer replacement on Hunterdon Road.
- Prepare NJDOT supplementary specifications. H2M will combine the NJDOT supplementary specifications with the Township's standard administrative "front end" specifications that have been used on previous projects recently. These combined specifications will constitute the Contract Specifications.
- The Contract Drawings and Contract Specifications will constitute the Bidding Documents. H2M will furnish 20 sets of Bidding Documents to the Township.
- Prepare an Opinion of Probable Construction Cost.

Construction-Related Services

While not included in this Proposal, full time construction observation is warranted for underground utility work, such as the sanitary sewer replacement. H2M will furnish a separate proposal to the Township for such work if requested by the Township.

Owner Responsibilities

In conjunction with the performance of the Professional Engineering Services by H2M described in this Proposal, the Township will arrange, provide, or perform the following:

- Provide topographic and planimetric mapping from 2010 aerial photography, preferably in .dwg or .dxf format and provide copies of current Tax Maps in areas where street improvements are proposed.
- Obtain permission from property owners for surveying beyond right-of-way limits.
- Arrange for and pay the costs associated with Police for traffic control which may be required for the survey and design work of this project, e.g. obtaining sewer inverts.
- Coordinate with the respective utilities for utility relocation and design as needed to accommodate ADA-compliant curb ramps.
- Arrange for field markout of all existing underground utilities with the respective utility companies in the immediate vicinity of the sanitary sewer replacement. Provide Township's standard administrative "front end" specifications in Microsoft Word format.
- Advise H2M of proposed road closures and detour routes.
- Distribute and coordinate traffic control and detour plan with the Contractor.
- Review and approve traffic control devices set up by the Contractor during construction.

Engineering Fee, Billing Method, and Terms of Service

Based on the foregoing understanding and Scope of Services, H2M proposes compensation for Professional Engineering Services as follows:

<i>Service</i>	<i>Fee</i>
<i>Surveying and Design</i>	<i>\$ 44,500 Lump Sum</i>

The engineering fees for the Surveying and Design to be performed for the project, as presented in this Proposal, will be based on a lump-sum price, and will be the total fees for the services described for the work to be performed.

Any services provided outside the Scope of Services presented in this Proposal will be performed only after receiving explicit permission from the Township and will be billed on the basis of hourly fee rates plus reimbursable expenses in accordance with the enclosed Billing Rate Schedule.

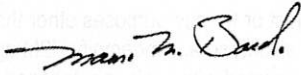
H2M will bill the Township for Professional Engineering Services on a monthly basis. For lump-sum services, billing will be based on the percentage of work completed and a synopsis of the project status will be provided. For services provided on the basis of hourly fee rates plus reimbursable expenses, the billing will reflect the time expended by H2M personnel assigned to the project, reimbursable expenses, and a brief description of the services provided. Also enclosed are H2M's State of New Jersey Business Registration Certificate, a sample Certificate of Liability Insurance, and our Standard Terms and Conditions, which, together with the Billing Rate Schedule, are integral parts of this Proposal.

The return of a signed copy of this Proposal and H2M's Standard Terms and Conditions will confirm the Township's acceptance of the Proposal and authorization to H2M to proceed with the work.

H2M appreciates the opportunity of presenting this Proposal to the Township. Please advise us if you need additional information or require clarification of this Proposal.

Very truly yours,

H2M Associates, Inc.



Mauro M. Bacolo, P.E.
Vice President

Alec J. Mittiga, P.E.
Assistant Vice President

Enclosure

The Township of West Orange hereby engages H2M to perform the services described above for the compensation set forth and under H2M's Standard Terms and Conditions. The Township of West Orange authorizes H2M to commence the services upon receipt of an executed copy of this letter. The Township of West Orange and H2M agree that this letter, together with the listed enclosures, constitutes the entire agreement between the Township of West Orange and H2M relating to the project.

PROPOSAL AGREED & ACCEPTED BY:

Signature	_____
Print Name	_____
Title	_____
Client	Township of West Orange West Orange, NJ
Address	_____
Date	_____



H2M Standard Terms & Conditions

Client	Township of West Orange, New Jersey		
Site	MA FY 2024 NJDOT Municipal Aid Program - Morris Rd, Sussex Rd and Hunterdon Rd from Warren Rd to Westover Terrace Improvements Project		
Services	Survey, design, contract documents for road improvement project		
Client's Rep.	Zayibeth Carballo, P.E.	H2M's Rep.	Alec Mittiga
Phone/E-Mail	973-325-4160/engineering@westorange.org	Phone/E-Mail	973-492-3309/amittiga@h2m.com

1. Applicability of Terms and Conditions.

1.1. Applicable to Scope of Services. The scope of services, pricing and schedules included with H2M's proposal are contingent upon the Client accepting the terms and conditions ("Standard T&C") herein. Any changes hereto which affect H2M's rights, obligations, or risk exposure shall entitle H2M to make appropriate adjustments to its pricing and proposal.

1.2. Applicable to Preliminary Services. These Standard T&C shall also apply to any services H2M performs prior to the Parties executing a written Contract. In such circumstances, Client's direction to H2M to render services shall constitute acceptance of these Standard T&C.

2. Authority of Signers and Parties.

2.1. Authority to Contract. The individuals signing the Contract each warrant that s/he is empowered to sign on behalf of and bind the indicated Party to these Standard T&C and all other components of the Contract.

2.2. Authority for Project. Client warrants that it has any authority and permission required from Owner to engage H2M in the Services concerning the Site, and to grant H2M physical access to the Site as needed to perform the Services.

3. Contractual Obligations

3.1. Designated Representative. Each Party shall designate a "Representative" in writing above. Each Representative shall have the authority to transmit and receive instructions and other information, and to render interpretations and decisions concerning the Project and Contract on behalf of the Party s/he represents. Each Party is entitled to rely on communications from the other Party's Representative as authoritative. Each Representative shall issue decisions, interpretations and communications promptly as to avoid unreasonable delays in delivery of the Services.

3.2. Commencement. H2M is not obligated to commence or continue rendering any Services until both Parties have signed the Contract and Client has paid any required Fee advance specified in the proposal.

3.3. Performance Standards. Each Party shall exercise its rights and perform its obligations in a reasonable and non-negligent manner. H2M shall perform its Services within the Standard of Professional Care. Client shall pay compensation for all Services so rendered. H2M makes nor implies any other warranties or guarantees, herein or otherwise, concerning the Services or the outcome of the Project.

3.4. "Standard of Professional Care" means the standard of care and skill recognized by law to apply to licensed professionals practicing the same profession, under the same circumstances, at the same time and location, as the Services rendered by H2M. Nothing in any part of the Contract is intended, nor shall anything be so interpreted as, to elevate the Standard of Professional Care beyond the definition included here.

3.5. Document Ownership. All information (including but not limited to drawings and specifications) developed by H2M are instruments of service only, and not products produced for sale nor works made for hire.

H2M reserves all of its copyright, ownership and other rights with respect to such information. Client shall not modify and shall not apply such information outside of the Project or for any purposes other than that for which it was created. Client shall defend and indemnify H2M against any claims, liabilities and costs associated with such unauthorized treatment of the information. Client may reuse the information for authorized purposes only with advance written consent from H2M that details the scope of, additional compensation for, and appropriate protections associated with such reuse.

3.6. Site Access. Client guarantees full and free H2M access to the Site and shall cooperate with H2M in gaining access to any other real property required for the performance of the Services.

3.7. Preliminary Information. Client shall provide to H2M in writing any pertinent information it possesses that might affect the Project requirements (including but not limited to design objectives and constraints, budgetary limitations, surveys, related reports and studies, environmental, geotechnical, and soil data, preliminary designs, etc.). H2M is entitled to rely on the accuracy of all information that the Client provides. H2M shall not be required to verify any such information, unless such task and information is specifically listed in the Scope of Services.

3.8. Hazardous Materials. Client warrants that to the best of its knowledge there are no constituents of concern on or adjacent to the Site, other than those previously disclosed in writing to H2M. Nothing in this Contract shall be interpreted to give H2M responsibility for the current existence or introduction (including by, but not limited to, dispersal, discharge, escape, release, or saturation, either sudden or gradual) to the Site of any hazardous materials (including but not limited to smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids, or gases) by anyone other than H2M. Client shall therefore hold H2M harmless as to all such matters.

3.9. Claims Assistance. H2M shall be entitled to hourly compensation as Additional Services for all time spent analyzing, preparing, testifying, and otherwise assisting Client to pursue or defend claims and disputes to which H2M is not a named plaintiff or defendant.

4. Payment Terms

4.1. Fees. The "Fees" are the component of compensation to be paid by Client to H2M for its effort in providing the Services. The Fees pertaining to this Contract, are set forth in the proposal, and any Amendments to the Contract. Additional services, when required will be invoiced at hourly rates of compensation or a negotiated lump sum, plus reimbursable expenses.

4.2. Reimbursable Expenses. The "Expenses" are the costs H2M incurs in rendering the Services which are to be reimbursed by Client. Expenses authorized by this Contract include but are not limited to:

4.2.1. Transportation, lodging and subsistence incidental to the project, courier charges, reproduction, renderings or models, specialty field equipment and fees paid for securing approval of authorities having jurisdiction over the project;

4.2.2. Sub-contractor expenses, plus a ten (10) percent mark-up to compensate H2M for its handling and administration costs;

4.2.2. Any other expenses set forth in the proposal.

4.3. Taxes. The amount of any sales, excise, value added, gross receipts or any other type of tax that may be imposed by any taxing entity or authority shall be paid by Client in addition to the Fees and Expenses.

4.4. Invoices. H2M shall provide invoices to Client for all Fees and Expenses due under this Contract. Payment of invoices shall not be contingent upon the action of any third party. Client shall pay each invoice within thirty (30) days of the invoice date.

4.5. Interest on Past Due Amounts. Invoices, Fees, and Expenses will be past due as of the thirty first (31st) day following the date of the invoice. All past due amounts shall accrue interest at the maximum rate permissible by law until the date upon which they are finally paid.

4.6. Required Fee Advance. As security against the risks and costs of mobilizing to commence performing the Services, H2M may require a Fee advance. Any such Fee advance will be specified in the proposal. The fee advance will be deposited upon receipt and booked as an outstanding credit against accounts receivable from the Client. The Fee advance will be applied to Client's final invoice.

5. Project Risk Management

5.1. Mutual Waiver. Except as otherwise specifically provided for in these T&C, neither Party shall hold the other responsible for any consequential damages, nor any damages other than direct damages.

5.2. Mutual Indemnification. Subject to the applicable concepts of contributory and comparative fault, and in addition to any other compensation provided by law or this Contract, each Party shall indemnify the other Party's "Indemnitees" (the Party, its owners, directors, officers, employees and volunteers) against third-party claims and liabilities (including the reasonable costs of defending such claims) for death, bodily-injury, and property damage, but only to the extent such have been caused by the negligence of the indemnifying Party (including its owners, directors, officers, employees, volunteers, and those contractors for whom it is legally responsible), and not to the extent such are caused by any other means (including but not limited to the negligence of the Indemnitees themselves).

5.3. Insurance Coverage. H2M shall maintain the following insurance coverage while performing the Services. Upon request, H2M will provide a Certificate of Insurance to Client as Certificate Holder reflecting such coverage.

5.3.1. Workers' Compensation and Disability coverages with limits at least in the amount required by law.

5.3.2. Employers' Liability coverage with policy limits not less than one million dollars (\$1,000,000) each accident, one million dollars (\$1,000,000) each employee, and one million dollars (\$1,000,000) policy limit.

5.3.3. Automobile Liability coverage for H2M owned and non-owned vehicles utilized in performance of its Contract obligations, meeting statutorily required coverage, and with policy limits not less than one million dollars (\$1,000,000) each accident for bodily injury, death of any person and property damage.

5.3.4. Commercial General Liability coverage with policy limits of not less than one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) in the aggregate for bodily injury and property damage.

5.3.5. Professional Liability coverage for negligent acts, errors and omissions in the performance of professional services with policy limits of not less than one million dollars (\$1,000,000) per claim and one million dollars (\$1,000,000) in the aggregate.

5.3.6. Pollution Liability coverage with policy limits of not less than one million dollars (\$1,000,000) per claim and one million dollars (\$1,000,000) in the aggregate, whenever such would apply to H2M's Services.

5.4. Additional Insured Coverage. Client shall be covered as Additional Insured under the terms of H2M's Commercial General Liability policy.

5.5. LIMITATION OF H2M LIABILITY. H2M's AGGREGATE LIABILITY FOR ALL CLAIMS ARISING FROM AND/OR RELATED TO THIS CONTRACT, THE SERVICES, THE PROJECT, AND/OR THE SITE, SHALL BE LIMITED TO THE GREATER OF THE AMOUNT OF FEES PAID UNDER THIS CONTRACT OR FIFTY THOUSAND DOLLARS (\$50,000.00).

6. Dispute Resolution

6.1. Notice of Claim or Dispute. An aggrieved Party shall give the other Party written notice of any claim or dispute arising from the Project, the Services, or this Contract. The Parties shall endeavor in good faith to resolve such matters fairly and amicably through negotiation. If the matter has not been resolved by negotiation within thirty (30) days of receipt of such written notice, either Party may demand mediation of the matter.

6.2. Mediation. Unless the Parties agree to other rules, any mediation shall be conducted under the auspices of the American Arbitration Association (AAA), pursuant to its Construction industry mediation rules. Each Party shall bear its own mediation costs (except as specified in the rules, and except that the AAA fees, mediator fees, and if agreed the venue fees, shall all be borne equally by the Parties). Except as otherwise specifically permitted herein, a prospective plaintiff Party may not file an action before giving the other Party ten (10) day's written notice and opportunity to demand mediation. Such notice, and a good faith effort in any mediation timely demanded, shall be a condition precedent to the prospective plaintiff Party commencing litigation.

6.3. Waiver of Jury Trial. The Parties hereby waive any and all rights to a trial by jury in any litigation pertaining to the Services or this Contract.

6.4. Certificate of Merit. As a condition precedent to filing any pleading containing a cause of action based on professional liability, Client must include a sworn Certificate of Merit from a similarly licensed professional explaining the applicable Standard of Professional Care and alleging the specific acts or omissions by which H2M violated the Standard.

6.5. Suspension of Services. Upon ten (10) days written notice, H2M may suspend delivery of the Services until any past due invoice is paid. Client shall hold H2M harmless for the impact of any such suspension.

6.6. Collection Efforts. Upon ten (10) days additional written notice, H2M may refer any past due invoice to inside or outside counsel for collection. H2M is entitled to reimbursement by Client for the time and cost involved in such collection efforts.

6.7. Liquidated Damages. Since the actual costs that H2M will suffer in such collection efforts is difficult to ascertain, the Parties agree that Client will pay H2M the following amounts as liquidated damages for such costs: two hundred dollars (\$200.00) when H2M refers a past due invoice for collection; plus either an additional six hundred dollars (\$600.00) when a collection action is filed in small claims court, or an additional two thousand dollars (\$2,000.00) when a collection action is filed in any other court. These liquidated damages are H2M's only remedy to recover such costs of collection.

6.8. Payment Disputes. H2M's collection efforts are not subject to the mediation requirements set forth above. In disputing any invoice, Client shall adhere to the Mediation and Certificate of Merit requirements set forth above.

6.9. Project Suspension. Upon seven (7) days' written notice to H2M, Client may suspend the Project for any reason. If the aggregate number of Project suspension days exceeds sixty (60) days, such will constitute cause for termination.

6.10. Termination. Either Party may terminate this Contract for cause if the other Party substantially fails to perform its obligations or otherwise breaches a material term of this Contract. Such termination will only be effective upon seven (7) days' written notice and opportunity to cure. This Contract may also be terminated by the Client without cause by providing H2M thirty (30) days written notice. If this Contract is terminated H2M shall be entitled to invoice and to be paid for any Services performed prior to the termination. Notwithstanding any other provisions of the Contract, if H2M terminates this Contract for cause, in addition to any direct damages for breach of contract, it shall be entitled to recover from Client any expenses demonstrably attributable to termination.

7. Definitions *(additional definitions indicated by quotes in context).*

7.1. "Client" means the person/entity for which H2M is obliged to perform the Scope of Services set forth in the Contract (and/or for which H2M performs services described in 1.2. above). Client and H2M are each individually a **"Party"** and are collectively the **"Parties"** to the Contract.

7.2. "H2M" means the entity appropriately authorized to offer and render the services contained in the proposal and Contract. Specifically H2M Associates, Inc.; H2M Architects & Engineers, Inc.; or H2M Architects, Engineers, Land Surveying and Landscape Architecture, D.P.C. (d/b/a H2M architects + engineers), as appropriate. No proposal is intended as, and none should be interpreted to be, an offer to provide any services in any location where H2M is not authorized to provide such services.

7.3. "Contract" means the written agreement by which H2M is obligated to perform services for the Client, and includes all components specified in the proposal or otherwise incorporated by written reference.

7.4. "Services" means those services H2M is required by the Contract to perform for the Client, as such are reflected in the agreed **"Scope of Services"** set forth in the proposal and any amendments thereto agreed by the Parties in writing.

7.5. "Project" means the Client's overall endeavor at the Site, of which H2M's Scope of Services is a component.

7.6. "Site" means the real property to which the Project pertains, or where components of the Project are being built or disposed.

7.7. "Owner" means the owner(s) of the Site, whether or not such owner is also the Client.

7.8. "Contractor" means any person or entity (including the employees and subcontractors at every level thereof), other than H2M (including H2M's own employees and subconsultants), that provides materials and/or services for the Client relating to the Project or the Site. Any licensed professional or firm engaged by a Contractor, or by the Client directly (rather than as a subconsultant to H2M) is also a Contractor.

7.9. "Contractor Activity" means every activity performed by a Contractor that is in any way related to furthering the Project or otherwise performed on the Site, regardless of whether such activity is required by contract. Contractor Activity also includes a Contractor's failure to perform any activity required by law or contract.

8. General Terms

8.1. Headings. Paragraph numbering and headings are for navigational purposes only and shall be given no weight in construing the terms and conditions of this Contract.

8.2. Integration. This Contract, the components of which are specified in the proposal, represents the entire and integrated agreement between Client and H2M. This Contract supersedes all prior representations,

negotiations, and agreements, written or otherwise. In the event of any conflict between other Contract terms and these T&C, these T&C shall govern, unless the conflicting term specifically states that it is superior in precedence to these T&C.

8.3. Severability. If any term or condition in this Contract is found to be unenforceable, the enforceable remainder shall be valid and binding upon the Parties. No waiver of any term or condition shall be construed to be a waiver of any subsequent breach.

8.4. Amendment. Any modification or addition to this Contract shall not be enforceable unless agreed upon in writing.

8.5. Delegation. Any delegation of a Party's right or obligation under this Contract shall be void unless made pursuant to advance written consent from the other Party.

8.6. Force Majeure. Neither Party shall be responsible for damages or delay caused by extraordinary events that are beyond its reasonable control and due care (as nonexclusive examples, war, terrorism, and natural disasters).

8.7. Choice of Law. The Standard of Professional Care applicable to the Services shall be supplied by the law of the state in which the Site is located. The remainder of this Contract shall be governed by the laws of the State of New York when the Site is located in New York, or by the laws of the State of New Jersey for all other Projects.

8.8. Choice of Forum. The Parties agree that the courts of New York State shall have jurisdiction over the Parties and their disputes arising under or related to this Contract as it pertains to any Site in New York State, and consent to the jurisdiction of said courts. Any New York litigation arising under or related to this Contract shall be filed in a court located in Nassau County, New York, or any New York county in which H2M maintains a permanent office at the time such litigation is commenced. The Parties agree that the courts of New Jersey shall have jurisdiction over the Parties and their disputes arising under or related to this Contract as it pertains to any Site outside New York State, and consent to the jurisdiction of said courts. Any non-New York litigation arising under or related to this Contract shall be filed in a court located in Morris County, New Jersey, or any New Jersey county in which H2M maintains a permanent office at the time such litigation is commenced.

9. Construction-Related Terms

9.1. Construction and Site Safety. Client represents that it is the Owner of the Site, or has the Owner's permission to control the Site. Nothing in this Contract or otherwise shall be interpreted to give H2M responsibility for safety upon the Site, nor for any means, methods, techniques, sequences, or procedures used, or failed to be used, in any Contractor Activity or other activity on the Project or Site (including, but not limited to shoring, bracing, scaffolding, underpinning, excavating, temporary retaining, erecting, staging, etc.). H2M employees shall comply with Site safety programs, when applicable.

9.2. Contractor's Insurance. Client is responsible for determining and demanding Contractor insurance that sufficiently protects Client. Additionally, to protect H2M, the Client shall cause any Contractor to procure, prior to commencing any Contractor Activity, at least the following insurance coverage, which must remain in force during all such activity and its associated guarantee:

9.2.1. Workers' Compensation and Disability coverages with limits at least in the amount required by law.

9.2.2. Employers' Liability coverage with policy limits not less than one million dollars (\$1,000,000) each accident, one million dollars (\$1,000,000) each employee, and one million dollars (\$1,000,000) policy limit.

9.2.3. Automobile Liability coverage for Contractor owned and non-owned vehicles utilized in performance of the Contract Activity, meeting statutorily required coverage, and with policy limits not less than one million dollars (\$1,000,000) each accident for bodily injury, death of any person and property damage.

9.2.4. Commercial General Liability coverage with policy limits of not less than one million dollars (\$1,000,000) each occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury and property damage, and which includes the following features:

9.2.4.a. Explosion, Collapse and Underground coverage, whenever such would apply to the Contractor Activity;

9.2.4.b. Pollution Liability coverage, whenever such would apply to the Contractor Activity;

9.2.4.c. Contractual Liability coverage sufficient to insure the indemnity required by 7.4. below; and

9.2.4.d. Additional Insured coverage for H2M, by endorsement using ISO Form CG 20 32 04 13, specifying each of the entities listed in 3.2. above, as well as all of their directors, officers and employees.

9.2.5. Professional Liability coverage, whenever such would apply to the Contractor Activity, for negligent acts, errors and omissions in the performance of professional services with policy limits of not less than one million dollars (\$1,000,000) per claim and one million dollars (\$1,000,000) in the aggregate.

9.3. Contractor's Indemnity. Client shall require each of its Contractors to agree, via a written contract executed prior to commencing any Contractor Activity, to defend and indemnify the Client and the "H2M Indemnitees" (including each of the entities listed in 3.2. above, as well as all of their directors, officers, employees, consultants and agents) against all claims, liabilities and costs arising, or alleged to arise, from the negligence of the Contractor (including its owners, directors, employees, contractors and any others for whom the Contractor is legally responsible) in its Contractor Activity or any of its other activities

concerning the Project or Site. This obligation does not apply to such claims, liabilities and costs that are caused by the sole negligence of the H2M Indemnitee itself.

9.4. Cost Opinions. Any opinion of cost that H2M prepares is merely an estimate supplied for the Client's general guidance. H2M has no control over variations in market conditions, suppliers' or contractors' bidding strategies, nor the impacts that these and other variables have on the actual cost of labor and materials. Therefore, H2M cannot guarantee the level of accuracy of any such estimates. If greater accuracy is required, the Client shall separately engage an independent cost estimator.

9.5. Bid Process. If H2M is to participate in Contractor bid process, Client shall provide H2M with standard bid documents required and advertise for proposals from bidders, open the proposals at the appointed time and place and pay costs incident thereto. The Client shall hold all required special meetings, serve all required public and private notices, receive and act upon all protests and fulfill all requirements necessary in the development of the contracts and pay all costs including application and permit fees incident thereto.

9.6. Construction Observation Services. If the Services include H2M providing construction observation services, H2M shall provide such services over a period defined in, and on a frequency defined in the proposal. Regardless of the required frequency, H2M shall observe the Contractors' work only for general conformance with the plans and specifications. Such Services do not include any obligation to review any Contractors' construction means, methods, techniques, sequences or procedures, or any safety precautions and programs in connection with the Project or Site. H2M is not responsible for any Contractors' failure to carry out its work in accordance with the construction contracts. If the construction schedule is extended for any reason (except due to H2M's own negligence) H2M shall be entitled to payment for its extended effort as additional services pursuant to 4.1. above, regardless of whether Client seeks reimbursement from the responsible party.

Accepted and Agreed

Client	Township of West Orange, New Jersey
Signature	
By: Name	
Title	
Date	

H2M	H2M Architects & Engineers, Inc.
Signature	
By: Name	Mauro Bacolo
Title	Vice President
Date	

**Municipal
2024 B Hourly Rate Schedule**

CLASSIFICATION	RATE	CLASSIFICATION	RATE
ARCHITECTURE		ENVIRONMENTAL	
STAFF DESIGNER 1	\$116.00	ENVIRONMENTAL TECHNICIAN 1	\$79.00
STAFF DESIGNER 2	\$121.00	STAFF SCIENTIST 1	\$105.00
STAFF DESIGNER 3	\$126.00	STAFF SCIENTIST 2	\$116.00
PROJECT DESIGNER 1 - ARCH/ENG	\$137.00	PROJECT SCIENTIST 1	\$132.00
PROJECT DESIGNER 2 - ARCH	\$153.00	PROJECT SCIENTIST 2	\$142.00
SR. PROJECT DESIGNER 1	\$174.00	SR. PROJECT SCIENTIST 1	\$163.00
SR. PROJECT DESIGNER 2	\$179.00	SR. PROJECT SCIENTIST 2	\$179.00
SR. PROJECT ARCHITECT 1	\$179.00	SR. DISCIPLINE SCIENTIST	\$205.00
SR. PROJECT ARCHITECT 2	\$189.00	SR. ENVIRONMENTAL SCIENTIST 1	\$189.00
SR. DESIGNER 1 - ARCH	\$168.00	SR. ENVIRONMENTAL SCIENTIST 2	\$221.00
SR. DESIGNER 2 - ARCH	\$184.00	ASSISTANT DEPARTMENT MANAGER - SCI	\$179.00
SR. ARCHITECT 1	\$189.00	DEPARTMENT MANAGER - SCI	\$237.00
SR. ARCHITECT 2	\$210.00		
SR. ARCHITECT 3	\$231.00	CONSTRUCTION	
ASSISTANT STUDIO DIRECTOR	\$226.00	CONSTRUCTION ADMINISTRATOR	\$163.00
STUDIO DIRECTOR	\$237.00	CONSTRUCTION OBSERVER 1	\$116.00
DEPUTY DISCIPLINE DIRECTOR	\$237.00	CONSTRUCTION OBSERVER 2	\$132.00
DISCIPLINE DIRECTOR	\$237.00	CONSTRUCTION OBSERVER 3	\$147.00
		SR. CONSTRUCTION OBSERVER 1	\$174.00
ENGINEERING		SR. CONSTRUCTION OBSERVER 2	\$189.00
STAFF ENGINEER 1	\$121.00	MGR OF CONST OBSERVATION	\$200.00
STAFF ENGINEER 2	\$137.00		
PROJECT DESIGNER 1 - ARCH/ENG	\$137.00	MARKET LEADERSHIP	
PROJECT ENGINEER 1	\$153.00	DEPUTY MARKET DIRECTOR	\$237.00
PROJECT ENGINEER 2	\$174.00	MARKET DIRECTOR	\$237.00
SR. PROJECT ENGINEER 1	\$200.00		
SR. PROJECT ENGINEER 2	\$210.00	SURVEY	
SR. DESIGNER 1 - ENG	\$168.00	PRACTICE LEADER	\$237.00
SR. DESIGNER 2 - ENG	\$195.00	DEPARTMENT MANAGER - SUR	\$237.00
DISCIPLINE ENGINEER	\$221.00	SR. PROJECT SURVEYOR 1	\$158.00
SR. DISCIPLINE ENGINEER	\$237.00	PROJECT SURVEYOR 1	\$126.00
ASSISTANT DEPARTMENT MANAGER - ENG	\$231.00	STAFF SURVEYOR 2	\$132.00
DEPARTMENT MANAGER- ENG	\$237.00	SR. CADD TECHNICIAN 2	\$132.00
INTERIOR DESIGN		ADMINISTRATION	
PROJECT INTERIOR DESIGNER 1	\$126.00	ADMINISTRATIVE SUPPORT PROFESSIONAL	\$95.00
PROJECT INTERIOR DESIGNER 2	\$137.00	SR. ADMINISTRATIVE SUPPORT PROFESSIONAL	\$121.00
SR. INTERIOR DESIGNER 1	\$184.00	CAD/BIM PROGRAM MANAGER	\$142.00
		DIRECTOR OF CORPORATE QA/QC	\$237.00
LANDSCAPE ARCHITECTURE			
PROJECT LANDSCAPE ARCHITECT 1	\$126.00		
PROJECT LANDSCAPE ARCHITECT 2	\$142.00		
SR. LANDSCAPE ARCHITECT	\$210.00		

1. Rates updated annually in January.
2. When employees are part of the survey crew working on projects where we are required to pay Prevailing Wage Rates, these rates don't apply. Different rates will be provided in these circumstances.



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: H2M ARCHITECTS & ENGINEERS, INC.

Trade Name:

Address: 119 CHERRY HILL RD STE 200
PARSIPPANY, NJ 07054

Certificate Number: 1208276

Effective Date: May 28, 2002

Date of Issuance: September 01, 2010

For Office Use Only:

20100901143703285



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/26/2023

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 have ADDITIONAL INSURED provisions or 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 Greyling Ins. Brokerage/EPIC 3780 Mansell Rd. Ste. 370 Alpharetta GA 30022	CONTACT NAME: Rebecca Egan PHONE (A/C, No, Ext): 770-552-225 E-MAIL: greylingcerts@greyling.com ADDRESS: greylingcerts@greyling.com	FAX (A/C, No):
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Markel American Insurance Company		28932
INSURER B: Hartford Underwriters Insurance Company		30104
INSURER C: Sentinel Insurance Company, Ltd.		11000
INSURER D: Hartford Casualty Insurance Company		29424
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1072411515

REVISION NUMBER: 24-25

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 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☒ LOC OTHER:		20UUGAU9233	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 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 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY		20UEGAU7896	1/1/2024	1/1/2025	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		20XHGYH2145	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	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	20WBGAT3285	1/1/2024	1/1/2025	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability		MKLM7PL0002521	1/1/2024	1/1/2025	Per Claim Aggregate 5,000,000 5,000,000

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

CERTIFICATE HOLDER

CANCELLATION

For Proposal 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

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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
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GREGORY R. VALES, PE, PP, CME

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
KEITH CHIARAVALLI, PE, CME

February 13, 2024

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

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

Attn: Zayibeth Carballo, PE, PLS, PP, CME, CFM, CFS
Municipal Engineer

**Re: Professional Engineering & Surveying Services
MA FY 2024 NJDOT Municipal Aid Program
Morris Road, Sussex Road, and Hunterdon Road from
Warren Road to Westover Terrace Improvements Project
West Orange, Union County, New Jersey
Proposal No.: 2024-037**

Dear Ms. Carballo:

We are pleased to submit our proposal for professional land surveying and engineering services for the MA FY 2024 NJDOT Municipal Aid Program. Based on our review of the RFP provided to our office, the improvements will include the following:

- Proposed roadway profiles to match existing grades;
- Roadway improvements including curb, sidewalk, aprons, pavement milling and resurfacing, pavement striping, new traffic signs and shade trees;
- Curb ramp plans and details as necessary;
- Drainage structure repairs with new frames, grates and curb pieces as necessary;
- New manhole castings, frames and covers as necessary. Repair existing manholes as necessary;
- Pavement milling and pavement resurfacing;
- Pavement striping; and,
- New traffic signs as necessary.

With this being said, our office anticipates the following scope of work:



Zayibeth Carballo, Municipal Engineer
Township of West Orange
Re: Professional Engineering & Surveying Services
2024 NJDOT Municipal Aid Program

February 13, 2024
Our File No. 2024-037
Page 2

1. Topographic Survey and Base Mapping

Work in this phase will include preparation of base mapping for use in the design of the construction plans. Our survey work will include detailed field survey information of the included roadways including establishing 1 foot contours in NAVD 88 datum. The field survey will locate all existing visible surface features such as curb, sidewalk, trees, mailboxes, street signs, shrubs, pavement markings, utility poles, street lights, hedges, fences, landscaped areas, drainage leader connections and driveways within the street right-of-way. We will also provide location of utilities, as listed below, where necessary and items within the project limits and 10' behind curbs. This information will be utilized as the base map for the project construction plans. Approximate property lines will be established utilizing located property markers and tax map information. The specific scope of services will include the following:

- a. Coordinate utility mark-outs;
- b. Establish centerlines of existing streets;
- c. Topographic survey of all trees, shrubs, walls, driveways, walks, steps, curb ramps and other existing features within the ROW and farther where necessary to the proposed improvements;
- d. Right of way will be shown from available Township Tax Map information;
- e. Topographic Survey including additional topography behind the curb and sidewalk of the roadways and at road intersections;
- f. Top and Bottom of curb elevations, storm inlets with inverts and pipe sizes, sanitary manholes with rim elevations, and any other utilities visible on the roadways will need to be located;
- g. Establish horizontal control based on North American Datum 1983 (New Jersey State Plane Coordinate System-NAD 83) and North American Vertical Datum 1988 (NAVD 88);
- h. Benchmark(s) to be set on site for future use; and,
- i. Prepare an Existing conditions/Survey Control plan.

2. Civil Engineering Services

The work in this phase will involve but not be limited of the following:

- a. Coordinate with the West Orange Traffic Bureau for the preparation of traffic control and detour plans;



Zayibeth Carballo, Municipal Engineer
Township of West Orange
Re: Professional Engineering & Surveying Services
2024 NJDOT Municipal Aid Program

February 13, 2024
Our File No. 2024-037
Page 3

b. Prepare Construction Plans consisting of the following:

1. Cover Sheet
2. Existing Conditions/Survey Control Plan
3. Demolition Plan
4. Construction Plans
5. Grading and Utility plan
6. ADA compliant curb ramp plans
7. Pavement striping
8. New traffic signs as necessary
9. Soil Erosion and Sediment Control Plans and Details
10. Reset drainage structures, manhole castings, frames and covers as necessary.
11. Construction Details

- c. Prepare contract documents and specifications required for public bid in accordance with the New Jersey Local Public Contracts Law. Detailed specifications will be provided for the items to be included in the contract. Twenty (20) sets of contract documents will be provided.
- d. Prepare a Construction Plan and Profile for the replacement of $\pm$ 700 LF of 8" sanitary sewer main at Hunterdon Road from Tappan Terrace to Westover Terrace including all laterals servicing dwelling and utilities within limits along with construction details; and,
- e. Attend one (1) meeting with Township Officials for Preliminary Design.

Summary of Fee Estimates

We will provide the necessary engineering services as described above based upon the following lump sum fee amounts:

– Phase I – Surveying and Base Map Phase	\$32,000.00
– Phase II – Design Phase	\$36,500.00
Total Lump Sum Fee	\$68,500.00

We anticipate completing the contract documents in three months from the time of authorization.



Zayibeth Carballo, Municipal Engineer
Township of West Orange
Re: Professional Engineering & Surveying Services
2024 NJDOT Municipal Aid Program

February 13, 2024
Our File No. 2024-037
Page 4

As requested, we have also included a separate fee for construction administration phase services as follows:

Construction Administration Phase Services

Our office will provide construction management of the roadway improvements for the anticipated contract time including the following services:

1. Coordinate and attend pre-construction meeting;
2. Coordinate with the contractor to ensure compliance with the final contract documents;
3. Provide assistance with interpretation of contract documents;
4. Review shop drawings;
5. Provide construction observation services;
6. Prepare progress pay estimates;
7. Prepare punch lists required to be addressed by the contractor prior to close out;
8. Prepare final pay estimate and close out change order; and,
9. Coordinate with the Township and NJDOT Local Aid offices for reimbursement of the grant funding.

Total Lump Sum Fee..... \$50,000.00

Exceptions:

- It is recommended that pavement cores be prepared prior to the design to identify locations where full pavement depth reconstruction is required. Our office has included in our fee obtaining quotes for pavement cores which would be authorized separately by the Township.
- Construction Stake Out is not included in this scope of services. Should same be required, our office requests the opportunity to provide a fee for same.
- Any work not specified as listed in the above phases shall be considered additional services and will be invoiced at the time said work is authorized by the Township.



Zayibeth Carballo, Municipal Engineer
Township of West Orange
Re: Professional Engineering & Surveying Services
2024 NJDOT Municipal Aid Program

February 13, 2024
Our File No. 2024-037
Page 5

Should this fee estimate meet your approval, please provide our office with a professional services agreement or resolution as an indication of the work to proceed. In the meantime, should you have any questions concerning this matter, please do not hesitate to contact this office.

Very truly yours,

CME Associates

Trevor J. Taylor, PE, PP, CME
Principal

TT:pv

