

BOSWELL

EST 1924

Proposal

FOR THE PROVISION OF

LAND SURVEYING AND CIVIL ENGINEERING SERVICES - O'CONNOR MEMORIAL PARK RECONSTRUCTION PROJECT

DUE: OCTOBER 10, 2025



330 PHILLIPS AVENUE
SOUTH HACKENSACK, NEW JERSEY
P. 201-641-0770

Engineered For Life

October 10, 2025

Zayibeth Carballo, Municipal Engineer
Director of Engineering
Department of Engineering
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052

Re: Request for Proposals
Land Surveying and Civil Engineering Services -
O'Connor Memorial Park Reconstruction Project
File No. PR-25-14060

Dear Ms. Carballo:

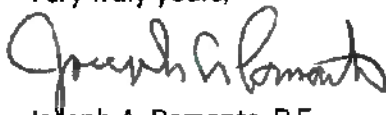
Boswell, Inc. (Boswell), in accordance with the Township of West Orange's (Township) Request for Proposals (RFP) is pleased to submit one (1) original copy via email of our Proposal for the provision of Land Surveying and Civil Engineering Services for the O'Connor Memorial Park Reconstruction Project.

For more than 100 years, Boswell has provided a comprehensive range of multi-disciplinary professional engineering and planning services to numerous public sector clients throughout New Jersey. We have established an exceptional reputation in every sector in which we operate. Our projects are accomplished with sound, long-lasting solutions that prioritize our clients' needs and the environments in which they are constructed. This in-depth experience makes Boswell uniquely qualified to support the Township of West Orange in delivering a successful project.

Please note, we are currently in the process of updating our company name from "Boswell Engineering, Inc." to "Boswell, Inc.". As a result, some documents within this submission may still reflect our previous name.

We thank you for the opportunity to present our Proposal and look forward to our work with the Township. Should there be any questions or if any additional information is required, please do not hesitate to contact Joseph S. Kosinski, P.G., CFM, LEED AP (201-641-0770 / jkosinski@boswellengineering.com) or me.

Very truly yours,



Joseph A. Pomante, P.E.
Vice President and COO

JAP/JK/cp
Enclosures

TABLE OF CONTENTS

SECTION I – Professional Information / Boswell Licenses/Certificates

- Firm Qualifications
- Boswell Licenses/Certificates

SECTION II – Professional Information

- Scope of Work
- Project Schedule

SECTION III – Representative Projects

SECTION IV – Resumes of Key Personnel

SECTION V – Lump Sum & Hourly Rate Sheet

SECTION I





Section I – Administrative Information

Statement of Interest: Based on our review of the Scope of Services, **Boswell Inc. (Boswell)** has a full understanding of all work necessary to complete O'Connor Memorial Park Reconstruction Project in the Township of West Orange (Township). The firm has successfully completed numerous projects of similar scope and is committed to delivering personalized service commensurate with the professional service needs of the Township. We look forward to demonstrating our long history of successful projects and highlighting the expertise of our subject matter experts.

Boswell is headquartered in South Hackensack with offices in Chester and Hopewell, New Jersey, with additional offices in New York State. We have personnel located in the area who are readily available to complete the requisite work. **Boswell's** team possess the in-house capabilities and local resources to successfully provide a comprehensive range of services to the Township.

Company Name: **Boswell, Inc.**

Address: **Corporate Headquarters**
330 Phillips Avenue
South Hackensack, NJ 07606
Tel: 201-641-0770

Chester New Jersey Office
180 Main Street
Chester, NJ 07930
Tel: 908-879-6209

Hopewell New Jersey Office
17 Model Avenue
Hopewell, NJ 08525
Tel: 609-466-0002

Officer-in-Charge: Kevin J. Boswell, P.E., P.P., CME
President and CEO

Key Contact: Joseph S. Kosinski, PG, CFM, LEED AP
Department Head – Site/Civil Engineering

Key Personnel: Detailed resumes of professional staff are included in Section III.

Business Organization: Corporation (New Jersey)

Years in Business/Current Management: 101 years/41 years

Affirmative Action: This is to verify that **Boswell** is in compliance with all affirmative action and equal opportunity employment regulations with respect to its business activities.

New Jersey State licenses, certifications, and sample Certificate of Insurance to perform activities (copies follow in this Section):

- State of New Jersey Business Registration Certificate: Certificate No. 0099760
- Certificate of Employee Information Report: Certification No. 1502
- New Jersey Certificate of Authorization to perform Engineering and Land Surveying – Certificate No. 24GA27958000



- State of New Jersey Department of Environmental Protection Certification to perform: Underground Storage Tank (UST) Enclosure; Installation-entire UST System; Subsurface Evaluation; and, Tank Testing - Certificate No. US00041
- State of New Jersey DEP – State Certified Environmental Laboratory – Certification No. 02051
- New Jersey Department of Transportation – Primary Disciplines Prequalification (Transportation, Traffic, Structural, Environmental and Maritime/Waterfront Engineering, Construction Management/Inspection, Bridge Inspection and Surveying)
- New Jersey State Department of the Treasury – Primary Disciplines Prequalification by the Division of Property Management and Construction (Site/Civil, Sewer/Water, Traffic, Transportation, Environmental, Construction Inspection, Structural, Barrier Free/ADA, Surveying)

Firm Qualifications

Boswell is a leading, fully integrated, multi-disciplinary engineering and consulting firm, providing a comprehensive range of engineering and power & energy services. **Boswell**, with its extensive professional engineering experience, is currently ranked nationally among Engineering News Record's (ENR) Top 500 Design and Top 50 Construction Management firms; regionally among ENR's Top Design Firms in the NY/NJ Metropolitan area; and statewide among NJBiz's Top 25 Engineering and Top Environmental firms. Since its founding in 1924, **Boswell** has kept pace with the rapidly changing technological advancements in the industry in order to consistently provide clients with current and up-to-date professional services. With over 300 employees, **Boswell** is recognized as one of the largest and most diverse engineering firms in the State of New Jersey. Our contingent of over 100 licensed and certified professionals possess the requisite background and technical experience to successfully provide multi-disciplinary engineering services regionally, statewide, and locally throughout New Jersey and New York.

Boswell's outstanding history of engineering accomplishments is long, beginning as a two-man field office concentrating on surveying and civil engineering. For more than 100 years, **Boswell** has successfully demonstrated its extensive experience in all aspects of professional engineering and power & energy services to federal, state, county, and local governmental agencies, as well as private-sector clients throughout the State of New Jersey. **Boswell** has established an exceptional reputation in every sector in which we operate. The firm's projects are completed with sound, long-lasting solutions that prioritize our clients' needs.

Boswell's contingent of licensed and certified professionals include: New Jersey Licensed Professional Engineers (P.E.); Certified Municipal Engineers (CME); licensed Professional Planners (P.P); Certified Public Works Managers (CPWM); Licensed Site Remediation Professionals (LSRP); Certified Flood Plain Managers (CFPM); LEED Accredited Professionals (LEED-AP); Certified Professional Traffic Operations Engineers (PTOE); Certified International Municipal Signal Association Professionals (IMSA); Certified Landscape Designers; Board Certified Environmental Engineers (BCEE); Professional Land Surveyors (PLS); and, NICET Certified Construction Inspectors. These licensed and/or certified individuals provide a broad base of support with professional, managerial and administrative capabilities to provide their requisite expertise on the varied projects.

Boswell provides consulting services to numerous New Jersey municipalities on a variety of public works, infrastructure and infrastructure maintenance, and environmental projects. These services include design, planning and analysis, engineering/environmental reports, surveys, and construction phase engineering associated with: roadway improvements; intersection improvements; traffic studies; signalization; streetscapes; development and redevelopment; curbs, sidewalks, and handicap ramps; safe routes to school; complete streets; safe streets to transit; pavement management; bridges and culverts; green infrastructure; stormwater management; drainage systems; parks and recreational facilities; emergency infrastructure and structural investigations; water systems; storm and sanitary sewers; pump stations; flood control; environmental studies and assessments; regulatory permitting; environmental compliance; site remediation; LSRP services; FEMA studies; site plans, subdivision and variance application review; municipal land use; master planning, COAH; preparation and updating of digital tax maps;



Township of West Orange Department of Engineering
Land Surveying and Civil Engineering Services –
O'Connor Memorial Park Reconstruction Project

geographic information systems (GIS); asset management; infrastructure maps; zoning map updates; preparation of bid documents; and engineer's cost estimates. We have also partnered with respected geotechnical and mechanical, electrical, and plumbing (MEP) engineers for the delivery of building projects.

In addition, **Boswell** is proficient in its ability to assist clients in areas such as administrative and planning, capital programming, pavement management, recreational facilities, public bidding, GIS/Asset Management support, grants and low interest loan applications, land use, master planning, and infrastructure maintenance.

Boswell's approach to each project ensures that the professional services rendered satisfy the established goals, while maintaining complete control over the project, ensuring a high level of technical quality, and holding tight control over the project's schedule and budget. The firm's Quality Management Plan (QMP) is a standard for all our projects and allows **Boswell** to consistently meet our client's needs in the most professional, cost-effective, and efficient manner. The QMP ensures delivery of a quality product, exceeding expectations, providing services in a timely manner, and ultimately resulting as a benefit to the taxpayers. **Boswell** also chooses to work in partnership with our clients, contractors, and all project stakeholders. We utilize Primavera P6 as our Project Portfolio Management (PPM) tool and have experienced project managers and schedulers building project planning and control systems and providing updates as each project develops from preliminary design to final design.

For projects requiring multiple engineering disciplines, the designated team representative serves as the single point of contact for our clients and has the primary responsibility of monitoring and coordinating the project team to ensure all aspects of the scope of work are properly evaluated and technically performed. Regular team meetings are held to review project status, integrate phases, identify potential problem areas, and implement corrective measures to avoid project delays and ultimately to keep the project within the approved budget. A monthly report is typically submitted to the governing body detailing the progress and status of each active project.

Boswell's corporate headquarters is located in South Hackensack, New Jersey, approximately 21 miles / 30 minutes from O'Connor Memorial Park. **Boswell** is well-suited to promptly accommodate meetings with the Township officials and staff, utility companies, residents, and/or any individuals/entities as directed by the Township. This close proximity enables our team to attend meetings as required, provide on-site support, and be responsive on a 24/7 basis to any emergent situation in an expeditious and efficient manner. **Boswell's** established presence and experience in Essex County continuously demonstrates our familiarity with local permitting, utility coordination, and stakeholder expectations.



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name:	BOSWELL, INC.
Trade Name:	
Address:	330 PHILLIPS AVE SO HACKENSACK, NJ 07606-1722
Certificate Number:	0099760
Effective Date:	July 01, 1966
Date of Issuance:	October 10, 2024

For Office Use Only:
20241010112206176

Certification 1502

CERTIFICATE OF EMPLOYEE INFORMATION REPORT
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-JUN-2025** to **15-JUN-2028**

BOSWELL INC.
330 PHILLIPS AVENUE
S. HACKENSACK

NJ 07606



Elizabeth Maher Muoio

ELIZABETH MAHER MUOIO
State Treasurer

State Of New Jersey
New Jersey Office of the Attorney General
Division of Consumer Affairs

THIS IS TO CERTIFY THAT THE
BOARD OF PROF. ENGINEERS & LAND SURVEYORS

HAS CERTIFIED

BOSWELL INC.
STEPHEN T BOSWELL
330 Phillips Avenue
South Hackensack NJ 07606

FOR PRACTICE IN NEW JERSEY AS A(N): Certificate of Authorization

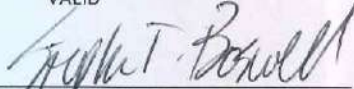
Engineering & Land Surveying

07/12/2024 TO 08/31/2026

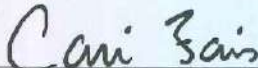
VALID

24GA27958000

LICENSE/REGISTRATION/CERTIFICATION #



Signature of Licensee/Registrant/Certificate Holder



DIRECTOR



STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION



Certifies That

BOSWELL INC
330 PHILLIPS AVE
SOUTH HACKENSACK, NJ 07606

*Having duly met the requirements of the
Underground Storage Tank Certification Program*

N.J.S.A. 58:10A-24.1-8

Is hereby approved to perform the following services:

CLOSURE
INSTALLATION-ENTIRE UST SYSTEM
SUBSURFACE EVALUATION
TANK TESTING



04/30/2028
EXPIRATION DATE

US00041
CERTIFICATION NUMBER

TO BE CONSPICUOUSLY DISPLAYED AT THE FACILITY

State of New Jersey
Department of Environmental Protection

Certifies That

BOSWELL, INC.
Laboratory Certification ID # 02051

having duly met the requirements of the
Regulations Governing the Certification of
Laboratories and Environmental Measurements N.J.A.C. 7:18
et. seq.

is hereby approved as a
State Certified Environmental Laboratory
to perform the analyses as indicated on the Annual Certified
Parameter List which must accompany this certificate to be valid

Expires June 30, 2026



A blue ink signature of Michele M. Potter.

Michele M. Potter
Manager

**NEW JERSEY DEPARTMENT OF TRANSPORTATION
DIVISION OF PROCUREMENT - BUREAU OF PROFESSIONAL SERVICES**

CONSULTANT PREQUALIFICATION STATUS

Company: Boswell Engineering, Inc.			Primary Contact: Christopher J. Nash, P/E.		
Address 330 Phillips Avenue			Primary Email: marketing@boswellengineering.com		
[Empty Address Line]			Phone: 201-641-0770		
City South Hackens State NJ Zip 07606			Secondary Contact: Christopher J. Nash, P.E.		
[Empty City/State/Zip Line]			Secondary Email: cnash@boswellengineering.com		

PRIMARY DISCIPLINES

B1	B	H1	B	S1	C
B4		H3	A	T1	A
C6	B	I1	A	T7	A
E3		I3			
E4	A	I5			
G2		M9	A		

PROJECT SPECIFIC DISCIPLINES

A1		C4		G1		M1		M12		S2		R2	
A3		C5		G3		M6		P2		T3		T12	
A5		C7		G4		M7		P3		T4		U2	
A6		E2		H2		M8		P4		T5		E5	
A7		E7		I6	A	M10		P6		N1			
C1		E8		L1		M11		R1		T11			

"LEVEL OF SERVICE" CODES

- A - Prequalified for Simple Projects
- B - Prequalified for Simple and Routine Projects
- C - Prequalified for Simple, Routine, and Complex Projects

OTHER STATUS CODES

- N - NOT Prequalified in requested discipline
- R - Requested Discipline Review Not Final

SUMMARY

Prequalified ☒

*** Only firms with an "X" coded under Prequalified, with the proper discipline and level of service, can submit Technical Proposal(s).**

Cost Basis Approval ☒

*** Cost Basis Approval must be coded "X" in order to be Prequalified.**

Certificate of Authorization ☒ **Exempt** ☐

EFFECTIVE DATES

BEGINS: 6/18/2024 **EXPIRES:** 6/18/2026

NOTE: Subconsultants do not need to be Prequalified, however, subconsultants must be Cost Basis Approved.

Prequalification requirements and application are available by referencing the NJDOT WEBSITE.

www.state.nj.us/transportation/business/procurement

BOSWELL, INC.
330 PHILLIPS AVENUE
SOUTH HACKENSACK, 07606

State of New Jersey



**DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND
CONSTRUCTION
33 WEST STATE STREET - P.O. BOX 034
TRENTON, NEW JERSEY 08625-0034**



NOTICE OF PRE-QUALIFICATION

In accordance with N.J.S.A. 18A:18A-27 et seq (Department of Education) and N.J.S.A. 52:35-1 (Department of the Treasury) and any rules and regulations issued pursuant hereto, you are hereby notified of your prequalification to do State work for the Department (s) as previously noted.

Rating	Disciplines	Expiration Date
99	P002 -ELECTRICAL ENGINEERING	08/15/2027
99	P005 -CIVIL ENGINEERING	
\$10,000,000	P007 -STRUCTURAL ENGINEERING	
\$15,000,000	P011 -ENVIRONMENTAL ENGINEERING	
\$5,000,000	P012 -MARINE ENGINEERING	
88	P015 -LAND SURVEYING	
88	P017 -HYDROGRAPHIC SURVEYING	
\$5,000,000	P024 -BARRIER FREE/ADA DESIGN	
88	P025 -ESTIMATING/COST ANALYSIS	
\$10,000,000	P030 -CPM	
88	P039 -CLAIMS ANALYSIS	
88	P047 -HYDROLOGY	
\$10,000,000	P049 -SITE PLANNING	
88	P052 -TRAFFIC	
\$15,000,000	P053 -TRANSPORTATION	
\$15,000,000	P054 -WASTE/WATER TREATMENT	
99	P057 -CONSTRUCTION FIELD INSPECTION	
99	P058 -PROJECT MANAGEMENT	
88	P059 -ENVIRONMENTAL CONSULTANT	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/4/2025

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 Risk Strategies Company 80 West Century Road, Suite 301 Paramus, NJ 07652	CONTACT NAME: Certificate Department	FAX (A/C, No):	
	PHONE (A/C, No, Ext): 201-837-1100	E-MAIL ADDRESS: certificates2@risk-strategies.com	
INSURED Boswell, Inc. 330 Phillips Avenue South Hackensack NJ 07606	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: The Hanover Insurance Company		22292
	INSURER B: Great American Insurance Company		16691
	INSURER C: Manufacturers Alliance Insurance Company		36897
	INSURER D: Continental Insurance Co of New Jersey		42625
	INSURER E:		
INSURER F:			

COVERAGES**CERTIFICATE NUMBER:** 83826038**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 ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☐ LOC OTHER:			ZHY 7920144 21	12/31/2024	12/31/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			AHY-7924529-21	12/31/2024	12/31/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$10,000			TUU 0249172-15	12/31/2024	12/31/2025	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
C	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	N/A	202401-04-74-96-5Y	12/31/2024	12/31/2025	☒ 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
D	Professional Liability			MCH591908602	12/31/2024	12/31/2025	\$2,000,000 Per Claim \$2,000,000 Aggregate

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

Evidence of Insurance

CERTIFICATE HOLDER

SAMPLE

CANCELLATION

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

RSC Insurance Brokerage

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

SECTION II





Section II – Professional Information

O'Connor Park, a park located in the Township, is set to significantly benefit from proposed improvements to this vital recreational resource. The planned enhancements aim to boost community engagement, expand sports programming, and improve both accessibility and safety for the local community.

Based on our review of the Scope of Services, Boswell, Inc. has a full understanding of all work necessary and looks forward to providing our myriad of Land Surveying and Civil engineering services to the Township. It is understood that the Township intends to improve various recreational features within O'Connor Memorial Park, including the hockey rink, handball, pickleball, and basketball courts. It is also noted that plans include aesthetic and functional upgrades, such as lighting, fencing, drainage and related site improvements, for instance, moving the scoreboard to maximize efficiency and visual appeal. **Boswell** has reviewed all provided documents, including tax maps, previous plans, and NJ Geoweb data, to ensure our thorough understanding of the site conditions and project scope.

Scope of Services

The complete scope will include land surveying, civil engineering design, permit application, public bid assistance, and construction administration in accordance with NJDOT and HUD standards and will be executed with a collaborative, transparent, and schedule-conscious methodology.

Boswell will provide land surveying and civil engineering services to commensurate with the needs of the Township. These services include but are not limited to the following:

1. Land Surveying Services

Boswell will perform a topographic survey of the handball and basketball courts and the hockey consisting of approximately one (1) acre. The survey limits will extend a minimum of 10 feet beyond the northerly and westerly sides of the courts and rink. The survey will adequately depict existing surface features, including, but not limited to, curbs, edge of pavement, fences, visible utilities and utility mark-outs (by others). **Boswell** will also perform field surveying of all drainage and sanitary facilities within the immediate vicinity of the project site obtaining approximate pipe sizes and pipe elevations from above ground. This proposal does not include entering confined space for exact measurements. Contours will be established at one-foot intervals for design purposes with spot grades at highpoints, low points and breaks in grade.

Boswell will perform the necessary field surveying to locate property corners and other items which may indicate lines of possession, perform land records research, and perform an analysis comparing recorded data to field locations. The boundary of the subject properties will be based upon the current deed(s) of record, if available, adjoining deeds, and maps on file with the Essex County Clerk's Office.

The horizontal datum of North American Datum of 1983 (NAD 83) and the vertical datum of North American Datum of 1988 (NAVD 88) will be established by means of GNSS/RTK surveying utilizing the SmartNet North America Network. A bench mark will be set and properly identified within the project limits in an area to be unaffected by construction, and will be tied to physical features.

2. Civil Engineering Services

Boswell's licensed civil engineering team will deliver a comprehensive set of design and bid documents to support the successful implementation of the park improvements. Our scope will include the preparation of three (3) full-color renderings to aid in visualization, and the design of site-specific improvements, such as stormwater management and drainage systems appropriate for a minor development. **Boswell** will provide detailed design plans for the rehabilitation and enhancement of the hockey rink, handball, pickleball, and basketball courts, including upgrades to perimeter fencing, retrofitting existing Musco lighting, relocation of the scoreboard, and installation of HMA walkways. Additional design considerations will address bleacher installation and associated drainage improvements. The full plan set will consist of a Cover Sheet, Existing Conditions/Survey Control Plan, Demolition



Plan, Construction Plan, Grading and Utility Plan, Soil Erosion and Sediment Control Plan, and Construction Details. We will prepare and submit the Hudson-Essex-Passaic Soil Conservation District permit application on behalf of the Township and facilitate four (4) key meetings with Township Officials to review the Kickoff, Preliminary Design, Public Presentation, and Final Design phases. A complete Bid Package, including plans and construction specifications compliant with public bidding laws, will be provided. **Boswell** will also coordinate with HUD to secure bid clearance, and all bidding documents will be delivered to the Township in AutoCAD, PDF, and hard copy formats.

3. Construction Administration Services

Boswell will also be providing a separate lump sum cost for the provision of construction administration services based on full time inspection. This element of the proposal will be submitted under separate cover as instructed in the RFP.

Project Schedule:

As provided in the RFP, the Township intends to advertise for bids for the construction by Summer/Fall 2026, with construction commencing by the Fall of the same year. Upon notice to proceed, **Boswell** will complete the design and bid documents within **90 calendar days**.

Boswell's Representative Projects:

We recognize the importance of demonstrating both technical expertise and direct experience with projects of similar scope and complexity. Boswell's representative projects have been carefully selected to demonstrate our team's experience and proven capabilities, highlighting our ability to provide land surveying, civil engineering, and construction administration services for this project.

Boswell's team has successfully completed numerous sport facilities and park/recreation improvement projects for clients in New Jersey including:

- Thomas O'Beirne Field Improvements, Borough of Roseland, NJ
- Wilmore Park Improvements, Township of Little Falls, NJ
- One Lake Street Park, Borough of Upper Saddle River, NJ
- Continental Soldier Park Field Project, Township of Mahwah, NJ
- Oakland Hockey Rink Project, Borough of Oakland, NJ
- Farm Road Park Project, Town of Secaucus, NJ
- Dundee Island Waterfront Park Phases 1 & 2, Passaic County, NJ
- River Drive Improvement Project, Phases 1 & 2, City of Garfield, NJ
- Zalewski Park Improvements, Borough of Cliffside Park, NJ
- Castle Point & Sinatra Park Reconstruction, City of Hoboken, NJ
- Harrison Avenue Recreation Improvements, Borough of Roseland, NJ Fireman's Field, Borough of North Caldwell, NJ Witte Recreational Complex, Borough of Englewood Cliffs, NJ
- Millridge Road Turf Field, Town of Secaucus, NJ

Each of these projects involved similar scopes: synthetic turf installation, site grading, ornamental site furnishings, scoreboard integration, and full ADA accessibility. Detailed descriptions of the Representative Projects are provided in **Section III**.

Qualifications of the Project Manager and Key Staff:

Boswell has selected a highly skilled and knowledgeable team under the direction of Kevin J. Boswell, P.E. (Officer-In-Charge) and Joseph S. Kosinski, PG., CFM, LEED AP (Department Head – Site/Civil). Mr. Boswell and Mr. Kosinski collectively have more than 65 years of experience in all aspects of site/civil engineering.



Township of West Orange Department of Engineering
Land Surveying and Civil Engineering Services –
O'Connor Memorial Park Reconstruction Project

Mr. Kosinski will also be the Project Manager for this engagement and will be the point of contract for the Township. Mr. Kosinski will ultimately be responsible for the quality and timeliness of all projects performed on behalf of the Township. The firm will utilize our established procedures and document control to maintain efficient communication among team members and with the Township.

The following is **Boswell's** proposed team to provide engineering design, survey and construction administration/inspection services (included to provide a complete picture of Boswell's proposed service offerings) for the O'Connor Memorial Park Reconstruction Project:

- Kevin J. Boswell, P.E., P.P. – President and CEO (Officer-In-Charge)
- Joseph S. Kosinski, P.G., CFM, LEED AP - Department Head, Site/Civil Engineering (Project Manager)
- Derek M. Hughes, P.E. – Deputy Department Manager Construction Management/Inspection
- Frank M. Krupinski, P.L.S. - Director of Survey
- Bruce M. Rockwell, P.E. - Vice President Power & Energy Electrical Engineering and Design Services

Joseph S. Kosinski, PG, CFM, LEED AP, has over 27 years of experience in Site/Civil Engineering. Mr. Kosinski's experience includes the planning and design of civil engineering projects from conception through completion, ensuring adherence to project specifications, budgets, and timelines, while exceeding standards of quality. Mr. Kosinski has successfully completed multiple New Jersey park and recreational projects as a designer and Project Manager.

Derek M. Hughes, P.E., is a seasoned professional with over 30 years of experience in the construction industry. Mr. Hughes possesses start-up experience with outstanding presentation and customer service skills. His specialties include design, commissioning, materials testing and special inspections. Mr. Hughes has the ability to multi-task and delegate effectively for multiple clients and project needs with excellent PC skills including Microsoft Word, Excel and Project.

Frank M. Krupinski, P.L.S., has over 41 years of experience in the field of surveying and has been a licensed land surveyor in the State of New Jersey for 31 years. Mr. Krupinski has performed and supervised thousands of surveys over the course of his career, prepared numerous complex boundary surveys, and has directed boundary and topographic/utility surveys for hundreds of municipal water, wastewater, and drainage projects. In total, **Boswell** has three (3) licensed professional land surveyors on staff, all highly capable of providing their survey knowledge, conflict resolution skills and, if necessary, expert testimony to the County.

Bruce M. Rockwell, P.E., with more than 40 years of in-depth experience in the energy sector, serves as the Vice President of **Boswell's** Power & Energy Design Division. His myriad of experience includes electrical transmission and distribution, HV substation design and field operations, power plants and railroads mission critical, and industrial facilities. Mr. Rockwell's experience further includes engagements as an Engineering Expert, Engineering Expert Witness, Peer Reviewer, Owner's Engineer, Oversight Engineer, Insurance Claim Support, Staff Augmentation Manager, and Electrical Inspector.

Resumes of Key team member resumes which include individual qualifications, experience, and educational background, are included in **Section IV**.

SECTION III



BOSWELL

Thomas J. O'Beirne Field Improvements Borough of Roseland, New Jersey (Essex County)



CLIENT

Borough of Roseland
140 Eagle Rock Avenue
Roseland, NJ 07068

CONTACT

Mayor James R. Spango
973-226-8080

CONSTRUCTION COST

\$6.7 million

COMPLETION DATE

2022

DISCIPLINES INCLUDED

Construction Management
Municipal
Site/Civil
Survey
Water/Stormwater
Electrical

The Improvements to Thomas J. O'Beirne Field project included the removal of the existing natural grass baseball, softball, and soccer fields, and construction of two multi-use synthetic turf fields totaling approximately 150,000 square feet of overall playing area.

The playing surface accommodates baseball and softball as well as soccer for multiple age groups. O'Beirne Field's existing fence limits were expanded to allow for regulation high school soccer, as well as multiple 9v9 and 7v7 soccer fields. As a result of this expansion, the athletic field lighting needed to be upgraded and expanded to provide adequate sport lighting capabilities. Boswell's design introduced updated LED fixtures into this complex, providing better energy efficiency, superb lighting clarity and better light cut-off capabilities.

The existing snack shed/building was replaced with a pre-engineered field house building consisting of a concession area that includes a working kitchen, athletic equipment storage, utility space, restrooms, and a covered patio/picnic area. Utilizing a pre-engineered building helped expedite the completion of its construction, while minimizing both the footprint necessary during construction and the disruption of use at the adjacent parking lot which serves the police station, municipal court, and other municipal facilities.

Additional project enhancements include new fencing, various athletic support amenities, drainage and stormwater management improvements, and other ancillary park improvements. The recreation facility is bisected by a new wider pedestrian pathway which is illuminated utilizing aesthetically pleasing bollard lighting to provide lower-level lighting that adds to the entire facility without overpowering it. In order to facilitate the new, expanded facility footprint, the construction of multiple retaining walls throughout the site was required. The retaining wall color and style further enhances the color scheme of the entire facility and ties nicely into the color scheme of the new field house.

This generational project has provided the residents of Roseland with a state-of-the-art facility that is more functional, energy efficient, and resistant to field closures caused by weather so that the residents can enjoy more frequent and a wider variety of experiences at the facility. Boswell was responsible for the engineering design, construction administration, and construction inspection for these projects.

Willmore Park Improvements Township of Little Falls, New Jersey (Passaic County)



CLIENT

Township of Little Falls
22 Main Street
Little Falls, NJ 07424

CONTACT

Vincent Quatrone
Township Administrator
973-890-4500

CONSTRUCTION COST

\$1.25 million

COMPLETION DATE

2024

DISCIPLINES INCLUDED

Construction Management
Municipal
Site/Civil
Survey
Electrical

Boswell was engaged by the Township of Little Falls to provide site/civil engineering services for their Willmore Park Improvements Project.

This project was a much-needed upgrade to the decades-old playground. The existing equipment was deteriorating and in need of frequent repair. The playground surface consisted of mulch that needed to be replaced annually. The ADA portion of the existing playground was rarely used for its intended purpose.

Boswell's upgrades to the playground were significant in scale, safety, aesthetics, and function. The newly installed equipment is modern and robust, and appropriate for use by a wider age range of children. The ADA accessibility is now integrated so that children who need these features are not segregated from those who don't. The playground's poured-in-place safety surface creates an attractive, accessible surface that does not require replacement annually and is more durable.

This widely-used playground was greeted with great enthusiasm by residents who frequent this park that is used to host concerts, community events, and services that commemorate Memorial Day and the 9/11 anniversary. The playground is typically teeming with families on any day sunny day year-round.

Boswell's planning, design, and the firm's construction engineering support ensured that the project was completed on time and within budget. The resulting facility exceeded the Township's expectations in expanding the size and function of the playground. From all perspectives, including functionality and accessibility, this location achieved all of its goals, and will be an important part of the Township for generations.

One Lake Street Park

Upper Saddle River, New Jersey (Bergen County)



CLIENT

Borough of
Upper Saddle River
376 W. Saddle River Road
Upper Saddle River,
New Jersey 07458

CONTACT

Theodore Preusch
Borough Administrator
201-327-2196

CONSTRUCTION COST

\$7.8 million

COMPLETION DATE

2023

DISCIPLINES INCLUDED

Design
Survey
Drainage
Park Layout
Electrical
Synthetic Turf Design
Stormwater Design
Permitting
Construction Management

Boswell was engaged by the Borough of Upper Saddle River to provide design, electrical, utility coordination, survey, permitting, and construction inspection services for the development of a 9-acre piece of property into a sprawling multi-use athletic complex. The scope of work included construction of over 150,000 SF of synthetic turf and various associated recreation amenities including bleachers, dugouts, scoreboards, backstops, a multi-use field house building, pedestrian and vehicle lighting, sports field lighting, EV charger make-ready infrastructure, and various other amenities.

This project also included the design and construction of a new access drive, parking facilities, pickleball courts, a perimeter walking circuit, ball safety netting, significant earthwork and retaining wall construction, landscaping, and stormwater improvements. Although the site is developed on top of a large hill, the project provides handicap accessibility in accordance with the Americans with Disabilities Act (ADA) standards.

Continental Soldier Park Field Project Township of Mahwah, New Jersey (Bergen County)



CLIENT

Township of Mahwah
475 Corporate Drive
Mahwah, NJ 07430

CONTACT

Benjamiin Kezmarsky
Business Administrator
201-529-5757

CONSTRUCTION COST

\$1.4 million

COMPLETION DATE

2020

DISCIPLINES INCLUDED

Site/Civil
Construction Management
Survey

Boswell was engaged by the Township of Mahwah to provide Site/Civil Engineering services for their planned rehabilitation of the athletic fields at the Continental Soldier Park.

The project featured a \$1.4 million artificial turf replacement that utilized the same field footprint, but modified the uses and sports that could be played on the surface. The complex now allows for football, soccer, baseball, softball and lacrosse on the same facility. The previous facility had natural clay/sand infields that suffered from drainage problems, with the spring rains often rendering the fields unusable for periods of time. The improvements added synthetic turf to the infield areas as well to address this issue. The renovations also included new dugouts for the ball fields and new tension netting to provide increased protection of property and pedestrians.

Oakland Hockey Rink Project Borough of Oakland, New Jersey (Bergen County)



CLIENT

Borough of Oakland
1 Municipal Plaza
Oakland, NJ 07436

CONTACT

Mayor Eric Kulmala
201-337-8111

CONSTRUCTION COST

\$357,000

COMPLETION DATE

2019

DISCIPLINES INCLUDED

Site/Civil
Construction Management
Survey

Boswell was engaged by the Borough of Oakland to provide Site/Civil Engineering services for their hockey rink project. Over the years, the existing rink had fallen into a state of disrepair. After efforts to repair the playing surface failed, the Borough decided to investigate a plan to complete rehabilitate the facility. The Borough worked diligently to find the required funding to complete the project. Ultimately, the project was funded through a combination of grants and a small loan. The project was partially funded by a Bergen County Open Space Trust Fund Grant and the Oakland Recreation Commission.

The scope of the project included complete replacement of the asphalt pavement surface since there were concerns that milling and resurfacing would not address the underlying issues with the pavement section. Additionally, a brand new state of the art hockey dasher board system was installed, including new players bench areas, penalty boxes, a scorer's table and fencing integrated directly into the hockey boards. Additional renovations included a new flag pole and a variety of other amenities (landscaping, exterior walking path, etc.). The complex was able to reutilize the existing lighting facilities on-site.

Using some creativity and efficiency, the Boswell team was also able to provide construction management services for the project, all within the budget for the original survey and design fee. Finding a way to fund the construction management from the original fee was of tremendous benefit to the Borough.

Farm Road Park Project Town of Secaucus, New Jersey (Hudson County)



CLIENT

Town of Secaucus
1203 Paterson Plank Road
Secaucus, NJ 07094

CONTACT

Gary M. Jeffas, Esq.
Town Administrator
201-330-2008

CONSTRUCTION COST

\$697,000

COMPLETION DATE

2023

DISCIPLINES INCLUDED

Design
Site/Civil
Survey
Electrical
Construction Administration

Boswell was engaged by the Town of Secaucus to provide professional engineering services for their Farm Road Park Project along the Hackensack River.

The scope of the project encompassed both passive and active park elements along a prime stretch of real estate adjacent to the Hackensack River. Improvements included a picnic area, dog runs for both large and small dogs, a new gazebo to serve as a small gathering space within the park, a new parking lot to accommodate visitors, and waterfront access to the Hackensack River.

The site selected for the park was former contaminated site and serves as an excellent example of environmental stewardship and demonstrates the benefits of repurposing such sites throughout the state.

Dundee Island Waterfront Park – Phase I City of Passaic, New Jersey (Passaic County)



CLIENT

City of Passaic
330 Passaic Street
Passaic, NJ 07055

CONTACT

Nordan Murphy, PE
Asst. County Engineer
973-225-5398

CONSTRUCTION COST

\$9.8 million

COMPLETION DATE

2017-2022

DISCIPLINES INCLUDED

Environmental
Structural Design
Surveying
Permitting
Construction Support and
Inspection

Boswell provided professional engineering services for Passaic County to advance the schematic plans for the final design and performed the regulatory permitting for the Dundee Island Waterfront Park. Boswell also provided oversight services during the development and construction phases on behalf of the County.

The park is located on a 6.7-acre parcel of land on the western bank of the Passaic River. The state-of-the-art park was a collaborative effort between Passaic County, the City of Passaic, The Trust for Public Land, and Boswell. This joint initiative culminated in the design and construction of the City's first waterfront park and the County's first new park in over a century. The park's amenities included an amphitheater, a boat launch, community gardens, an elevated concession stand and field house with restrooms, fitness equipment, a playground, site lighting, a river walk, a sculpture park, a soccer field, and a spray park.

One of the major challenges included the waterfront park being located in both the floodway and floodplain of the Passaic River, which meant the design requirements had to consider the zero net fill limitations for work within the flood hazard area and did not allow for structures in the floodway. Additionally, as the existing property was historic fill, every effort was made to minimize the excavation so as to reduce the cost for the disposal of ID-27 material. Given the historic fill and the majority of the site being located in the floodway, the design required a balanced earthwork to be economically viable and within the project budget. There were also numerous public meetings soliciting input from the public to best fit the design to the needs of the community.

Upon the completion of Phase I, Boswell received an ACEC New Jersey – Distinguished Award.



Dundee Island Park – Phase II

City of Passaic, New Jersey (Passaic County)



CLIENT

City of Passaic
330 Passaic Street
Passaic, NJ 07055

CONTACT

Nordan Murphy, PE
Asst. County Engineer
973-225-5398

CONSTRUCTION COST

\$15 Million

COMPLETION DATE

2019 - Ongoing

DISCIPLINES INCLUDED

Environmental
Structural Design
Surveying
Permitting
Construction Support
Construction Inspection

Boswell was engaged by the City of Passaic for the Dundee Island Bridge Reconstruction, North Pulaski Park Renovation Project, and the Passaic City Improvements – Pulaski Park Transformative Railroad Improvement Project. Boswell has provided environmental, structural, surveying, permitting, and construction support and inspection services in support of Phase II of this project. Like the Phase I Park in the south to North Pulaski Park across Monroe Street to the north, via a proposed riverfront walkway. The project also included the purchase of a defunct railroad line (New York and Greenwood Lake Railway) along the project's western side and a railroad bridge connecting to the City of Garfield.

River Drive Improvement Project – Phases I & II

City of Garfield, New Jersey (Bergen County)



CLIENT

City of Garfield
109 Outwater Lane
Garfield, NJ 07026

CONTACT

Thomas Duch
Former City Manager and
Executive Director
Garfield Redevelopment
Agency
973-340-2000

CONSTRUCTION COST

\$20.5 million

COMPLETION DATE

2025

DISCIPLINES INCLUDED

Design
Permitting
Traffic Engineering
Construction Administration
Construction Inspection

The City of Garfield engaged Boswell to provide the design, permitting, and construction administration/management services for the River Drive Improvement Project.

This project involved widening, realigning, and improving intersections along a 0.87-mile section of River Drive, as well as a waterfront park with a walkway adjacent to the Passaic River and the Historic Dundee Dam. The scope of work involved widening River Drive from two (2) to four (4) lanes, modifying existing traffic signals, coordinating eight new traffic signals with the County, utility relocations, new drainage systems, community outreach, and a linear park along the top of the Passaic River bank. Extensive plantings, together with benches and streetscape lighting, were installed in order to establish an aesthetically pleasing entrance to the City.

Phases I and II included widening River Drive from two to four lanes, modifying existing traffic signals, coordinating eight (8) new traffic signals with the County, utility relocations, new drainage systems, community outreach, and a linear park along the top of the Passaic River bank. Extensive plantings, together with benches and streetscape lighting, were installed in order to establish an aesthetically pleasing entrance to the City. The riverfront park, designed to take advantage of the scenic views afforded by the Passaic River and the Historic Dundee Dam, included a bicycle lane, a great lawn and a children's play area, and two parking lots. The park further includes provision for a canoeing/kayak trail on the Passaic River, with boat launch facilities provided on either side of the Dundee Dam. Other elements include the resetting of an existing Revolutionary War Monument, a new General Pulaski monument, and a Clock Tower. The riverfront shoreline with a sand beach area has been left in its natural condition. These amenities offer a buffer zone and privacy for walkers, fishermen, and canoeists/kayakers enjoying the river and its shoreline.

Zalewski Park Improvements

Borough of Cliffside Park, New Jersey (Bergen County)



CLIENT

Borough of Cliffside Park
525 Palisade Avenue
Cliffside Park, NJ 07010

CONTACT

Joseph Rutch
Borough Administrator
Borough of Cliffside Park
201-313-2006

The Borough of Cliffside Park secured funding from the New Jersey Department of Environmental Protection's Green Acres Program to provide much needed improvements to Zalewski Park. For this work, the Borough hired Boswell to provide the project visioning, engineering design and construction management services. The intent was to create two distinct play areas for children of different ages providing suitable playground equipment and rubberized play surfaces. Additional improvements included passive recreation space at the request of numerous residents as well as decorative fencing, brick paver walkways, landscaping, a monument area, and a drinking fountain. Boswell ensured that the work was completed efficiently and worked closely with Green Acres staff to secure prompt reimbursement.

CONSTRUCTION COST

\$430,000

COMPLETION DATE

2016

DISCIPLINES INCLUDED

Survey
Urban Planning
Engineering Design
Construction Administration
Construction Inspection



Castle Point & Sinatra Park Reconstruction City of Hoboken, New Jersey (Hudson County)



CLIENT

City of Hoboken
94 Washington Street
Hoboken, NJ 07030

CONTACT

Jennifer Gonzalez, AICP, PP, CFM
201-420-2000 ext. 4000

CONSTRUCTION COST

\$7.7 million

COMPLETION DATE

2014

DISCIPLINES INCLUDED

Civil Design
Construction Management
Environmental
Underwater/Marine
Water/Wastewater
Stormwater

Boswell was engaged by the City of Hoboken to provide civil engineering services to support the reconstruction of the Castle Point / Sinatra Park following the catastrophic failure of the existing waterfront recreation facility. Boswell was responsible for the engineering design, construction administration, and inspection for the reconstruction of the two facilities along Hoboken's Hudson River waterfront. Permits were secured from the New Jersey Department of Environmental Protection and the Army Corps of Engineers, due to the project's location along the Hudson River Waterfront.

Sinatra Park was originally constructed on a wooden platform in the early 1900's, but failed due to age and marine borer infestation. The 96,000 SF park and recreation area was reconstructed with a new 19,000 SF platform utilizing steel pile foundations. The facility now features a synthetic turf soccer field, a riverfront promenade, improved sports-lighting system, spectator bleachers, and new solar-powered trash/recycling compactors. The project also included the reconstruction of an existing ADA-compliant ramp accessing the waterfront amphitheater.

The reconstruction of Castle Point, a picturesque passive recreation area, consisted of the rehabilitation of approximately 3,100 SF of existing waterfront structure and the re-establishment of a gazebo and waterfront promenade areas, including site lighting and other amenities.

This project was awarded an ACECNJ Honor Award for Small Projects.



Harrison Avenue Recreation Improvements Borough of Roseland, New Jersey (Essex County)



CLIENT

Borough of Roseland
140 Eagle Rock Avenue
Roseland, NJ 07068

CONTACT

Mayor James R. Spango
973-226-8080

CONSTRUCTION COST

\$600,000

COMPLETION DATE

2022

DISCIPLINES INCLUDED

Design
Survey
Construction Administration
Construction Inspection

The Borough of Roseland engaged Boswell to provide the engineering design, survey, construction administration, and construction inspection for this project

The Harrison Avenue Recreation Improvement project consists of a multi-use sports and recreational facility constructed within the Borough's main athletic complex. The improvements included rehabilitation to the existing tennis courts, multi-use paved surface, and playground area. The new playground focused on providing ADA accessibility and inclusion. The main playground unit has an ADA compliant ramped entrance and ramp transfers between this unit's platforms. The existing hockey rink was converted into a multi-use sports facility allowing for hockey, basketball, volleyball, and wiffle ball play. The four (4) existing tennis courts were repurposed to allow for dedicated Pickleball play along with tennis.



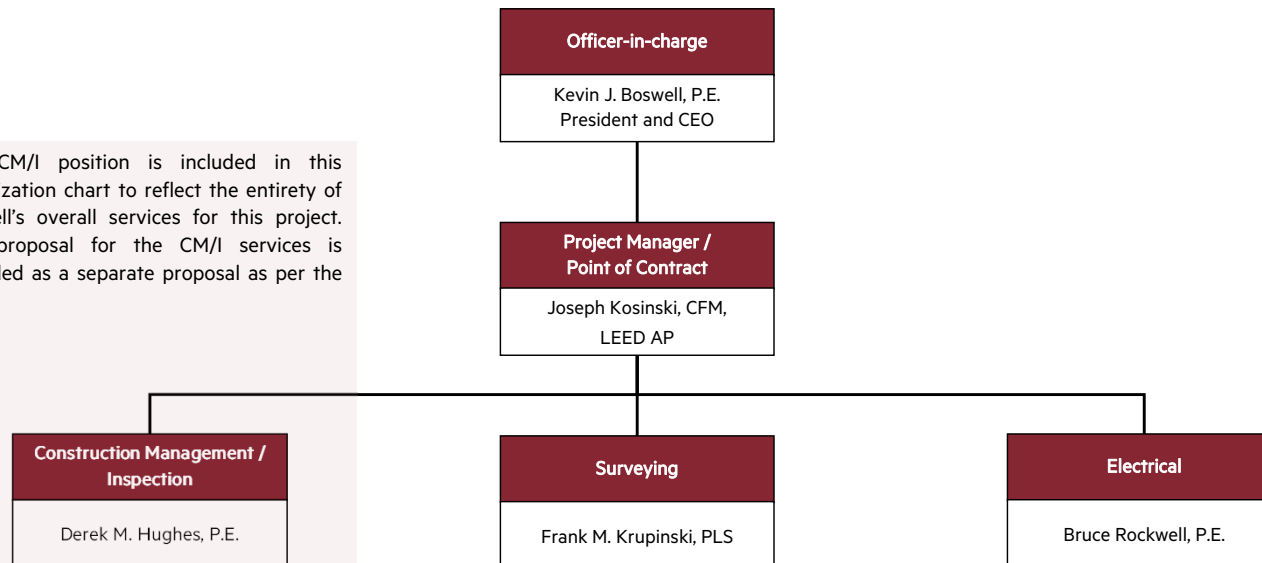
SECTION IV





Township of West Orange Department of Engineering
Land Surveying and Civil Engineering Services –
O'Connor Memorial Park Reconstruction Project

The CM/I position is included in this organization chart to reflect the entirety of Boswell's overall services for this project. The proposal for the CM/I services is provided as a separate proposal as per the RFP.



YEARS OF EXPERIENCE: 44 Years

EDUCATION:

B.S. Civil Engineering, Colorado State University

REGISTRATION:

Professional Engineer - Alabama, Arkansas, Colorado, Connecticut, Delaware, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, New Hampshire, New Jersey, New York, Nevada, North Carolina, North Dakota, Ohio, Pennsylvania, South Carolina, Tennessee, Texas, Vermont, Virginia, Washington D.C., and West Virginia

Professional Planner - New Jersey

Certified Municipal Engineer - New Jersey

EXPERIENCE:

Kevin J. Boswell, with more than 44 years of experience in the civil, municipal and environmental engineering, presently serves as Boswell's President and Chief Executive Officer. As the President and CEO of Boswell Engineering, Kevin directs all phases of the business. As a recognized expert in his field, Mr. Boswell has served as an expert witness for numerous public and private entities in litigation, arbitration and mediation proceedings. Under his leadership, Boswell continues to play a significant role in the future for federal, state, and local governmental agencies as well as private sector clients and utility companies. His civil and environmental expertise includes an extensive working knowledge of site development, roadway design, water and wastewater systems, as well as treatment and pumping facilities. Mr. Boswell has served as the project leader on a wide array of site development projects in the private sector serving residential, commercial and industrial real estate. His projects involve environmental permitting, as well as testimony before numerous Municipal, County, State and Federal agencies.

Mr. Boswell also serves as an engineering consultant to numerous public sector clients. He presently serves as the appointed Municipal Engineer or Special Projects Engineer in more than 40 northern New Jersey communities. He is also the officer in-charge for numerous projects in the Counties of Bergen, Essex, Hudson, Passaic and Sussex. Mr. Boswell's expertise includes all aspects of securing projects with complex funding requirements. These funding sources include the New Jersey Infrastructure Bank (NJIB), New Jersey Office of Green Acres, HUD, NJDOT, FHWA, NJDEP and US EPA. Furthermore, Mr. Boswell also has an extensive background in the design of recreational facilities. This experience includes the design of natural and synthetic turf fields, lighting systems, bleachers, tracks and passive open space utilization.

Mr. Boswell has also been recognized as an expert in the field of Civil Engineering by the New Jersey Superior Court and has served as an arbitrator in construction claims litigation in Bergen County. He has assisted public and private sector clients in litigation defense and resolution. Mr. Boswell serves as a consultant to both water supply and wastewater agencies.

Mr. Boswell currently serves Municipal Water Supply agencies and Municipal/Regional Utility Authorities and Commissioners for the City of Garfield, the Borough of Oakland, Waldwick and Hawthorne, the Township of Mahwah and the East Orange Board of Water Commissioners. He also serves BPU regulated agencies such as Veolia of New Jersey, the North Jersey District Water Supply Commission, Jersey Central Power & Light, and Public Sewer Electric & Gas.

AFFILIATIONS:

Executive Committee Member – American Council of Engineering Companies of New Jersey

YEARS OF EXPERIENCE: 27 Years

EDUCATION:

Stormwater Management Rules & BMP Manual, Cook College, 2005
Onsite Wastewater Disposal Systems, Cook College, 2004
Internet and Business Programming, CHUBB, 2002
Municipal Engineering Construction Inspection, Cook College, 1999
B.A., Geological Sciences, Rutgers University, 1996

REGISTRATION/CERTIFICATION:

Certified Floodplain Manager, 2014 – Present
Licensed Professional Geologist, State of Tennessee, 2005 – Present
Leadership in Energy and Environmental Design Professional (LEED AP), 2008 - Present

EXPERIENCE:

- ***Boswell, Inc., Chester, New Jersey - Department Head Site/Civil.*** Supervises departmental operations including project planning, proposal preparation, resource allocation, and performance management. Responsible for company-wide planning, design, and execution of civil engineering projects. Manages and coordinates multiple engineering projects from conception through completion, ensuring adherence to project specifications, budgets, and timelines. Responsible for strategic leadership, project management, and coordination with various stakeholders to ensure that all projects are completed on time, within budget, and to the highest standards of quality. Provide technical guidance and support to engineering staff to ensure all projects adhere to industry standards, codes, and best practices. Conduct performance evaluations, provide feedback, and develop professional growth plans for team members. (September 2024 – Present)
- ***Boswell Engineering, Chester, New Jersey - Assistant Department Head Site/Civil.*** Assistant Department Head responsibilities include the preparation of budgets, proposals, technical direction, quality assurance review, value engineering, scoping, feasibility studies, drainage, constructability, estimates and specifications. Responsible for the management and direct supervision of all design associated with Boswell's Site/Civil Department in the Chester, NJ office. Responsible for the supervision and performance of various field and subsurface investigations for the design of sanitary wastewater and stormwater runoff management systems; provide expert testimony and reports on behalf of various municipal boards and private sector clients for compliance with municipal ordinance, state, and federal regulations; design and inspection of civil & land development engineering projects for various municipal, residential and commercial site plan, roadway, stormwater management, and onsite disposal system improvements; construction manager for various municipal infrastructure and private site plan projects; manage NFIP CRS certifications, cycle applications, and credit development on behalf of municipal clients; maintains proficiency with land development mapping and design software including AutoCAD, ArcView GIS, subsurface modeling, and stormwater design systems. Provide guidance and support to junior level staff towards their professional development. (January 2024 – September 2024)
- ***Ferriero Engineering, Inc., Chester, New Jersey - Senior Project Manager/Geologist.*** Senior project manager responsible for all aspects of business development and client relations including budgeting, preparing proposals and securing contracts. Responsible for leading and training engineering staff, project designers, specialty outside consultants, and construction inspectors. Actively supervises subsurface suitability investigations for the onsite disposal of sanitary wastewater and stormwater runoff management systems; provide expert testimony and reports on behalf of various municipal boards and private sector clients for compliance with municipal ordinance, state, and federal regulations; design of civil & land development engineering projects for various municipal, residential and commercial site plan, roadway, stormwater management, and septic system improvements; municipal witness for onsite soil suitability testing and inspector of septic system construction; construction manager for various municipal infrastructure and private site plan projects; development of analytical software for business applications and internet platforms; maintain proficiency with land development mapping and design software including AutoCAD, ArcView GIS, HEC-RAS, subsurface modeling, and



stormwater design systems, maintain proficiency with NJDEP Rules and Regulations. Prepared permit applications to NJDEP for Dam Safety permits, NJPDES and TWA permits, Highlands, Wetlands and Flood Hazard Area permits. (March 1999 – December 2023)

- ***ICF Kaiser Engineers Inc., Maryland and New Jersey Regional Offices - Geologist/Project Manager.*** Responsible for field inspection and reporting on various USEPA Superfund projects under federal Assessment and Remediation of Contaminated Soils Contracts (ARCS); development, implementation, and management of subsurface investigations for various U.S. Army Corps of Engineers Total Environmental Remediation Contracts (TERC); private sector work plan development for the characterization of various soil, bedrock, and groundwater conditions; design, installation, operation, and maintenance of soil vapor extraction and pump & treat systems for the remediation of impacted soil and groundwater; preparation of health and safety plans, budgets, proposals and reports issued to private sector clients. (July 1996 – March 1999)

REPRESENTATIVE PROJECTS:

- Nosenzo Pond Park Athletic Fields and Improvements, West Milford Township
- Farrell Grass Athletic Field Renovation Projects, West Milford Township
- Bubbling Springs Park Individual Subsurface Disposal System (ISSDS) Design, West Milford Township
- Bubbling Springs Park Baseball Field Drainage & Reconstruction Project, West Milford
- Apple Acres Conceptual Recreational Field Design Project, West Milford Township
- West Brook Park ADA Access, Athletic Courts, and Parking Area Project, West Milford Township
- Mendham Borough Loop Trail Master Plan Amendment, Mendham Borough
- Mosle Reserve Parking Area Improvements, Mendham Township
- Long Hill Loop Trail, Long Hill Township
- Kantor Memorial Park Turf Field & Walking Paths, Long Hill Township
- Freedom Park Athletic Turf Fields, Athletic Courts, and Parking Renovations, Randolph Township
- Brundage Park Basketball & Tennis Court Resurfacing, Randolph Township
- Heistein Park Individual Subsurface Disposal System (ISSDS) Design, Randolph Township.
- Lawrence Hopewell Trail, Hopewell Township
- Bedminster Hike/Bikeway, Bedminster Township
- River Road Park, Bedminster Township
- Pluckemin School Park, Bedminster Township
- Rock Spring Park Walking Trails, Washington Township
- Harrington Park Path & Hockey Rink, Washington Township
- Witte Park Athletic Fields, Playground, & Walking Paths, Borough of Englewood Cliffs
- Recreation Facility Rehabilitation Projects - Bedminster Township, Chester Borough, North Caldwell Borough, Bernardsville Borough, Woodland Park, Washington Township, Englewood Cliffs Borough, Rochelle Park Township, Roseland Borough, Verona Township, Village of Ridgefield Park, West Milford Township.

AFFILIATIONS:

Member - Association of Engineering Geologists, 2003 – Present
Member - Association of State Flood Plain Managers, 2014 - Present

YEARS OF EXPERIENCE: 42 Years

EDUCATION:

New Jersey Institute of Technology

REGISTRATION:

Professional Land Surveyor - New Jersey 1992

EXPERIENCE:

Mr. Krupinski has provided surveying services for both the public and private sector and has been involved in every aspect of the firm's survey projects. He has performed and/or directed control, topographic, hydrographic, structural, cadastral, route, construction and railway surveys for federal, state, county and municipal agencies, as well as transportation authorities, utilizing state-of-the-art Global Navigation Satellite System (GNSS) equipment, including Real-Time Kinematic (RTK), total stations and data collectors. Mr. Krupinski is highly experienced in the discipline of boundary surveying, which includes record research, deed analysis and the establishment of property and right of way lines, as well as the preparation of complete right of way documents for various state departments of transportation. He has performed and/or directed numerous boundary surveys ranging from less than 5,000 square feet to 255 acres. He is also proficient in the use of CADD engineering/surveying software and is directly responsible for the processing of field data and the preparation of mapping.

Relevant project experience includes:

- ***Memorial Park, East Orange, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, performed record research and boundary analysis for this 3.5-acre facility.
- ***Oakland Recreation Complex, Oakland, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, performed record research and boundary analysis for this 24-acre facility. This project also required a boundary line agreement with an adjoining property.
- ***James J. Braddock North Hudson County Park, North Bergen, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data for this over 16-acre topographic survey for the County of Hudson; and also prepared Monitoring Well Certification Form B – Location Certifications for numerous wells and Deed Notice legal description.
- ***Laurel Hill Park, Hackensack River Tideland Restoration, Secaucus, N.J.*** Supervised field survey, downloaded and processed all survey data, including aerial mapping photo control, prepared drafting for this over 19-acre topographic survey along the Hackensack River for the County of Hudson.
- ***Valley Court and Gail Place Floodwall, Secaucus, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, including aerial mapping photo control, performed record research and boundary analysis for this over 37-acre boundary and topographic survey. This boundary survey required the establishment of boundary lines for 80 properties, calculation of mean high water and researching existing tidelands conveyances.
- ***20th Century Field, Garfield, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data for this over 11-acre topographic survey.
- ***Johnson Memorial Park, Hackensack, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, including aerial mapping photo control, performed record research and



boundary analysis for this over 18-acre boundary and topographic survey along the Hackensack River.

- ***Dundee Island Park, Passaic, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, performed record research, including tidelands conveyances, and boundary analysis for this over 7-acre Trust for Public Land boundary and topographic survey. This complex boundary survey required reestablishing a railroad centerline from ties referenced in an 1882 deed as well as the mean high water line of a branch of the Passaic River no longer in existence.
- ***Foschini Park, Hackensack, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, including aerial mapping photo control, for this over 35-acre topographic survey along the Hackensack River.
- ***Elysian Park, Hoboken, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, performed record research and boundary analysis for this 2 ½ acre boundary and topographic survey.
- ***Woodcliff Lake, James J. Braddock North Hudson County Park, North Bergen, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data for this County of Hudson wall restoration project.
- ***Church Square Park, Hoboken, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data for this over 5-acre topographic survey.
- ***Reconstruction of Sinatra Park and Castle Point, Hoboken, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, including hydrographic survey data, for these projects.
- ***Westvale Park, Westwood, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data for this over 35-acre property. Also prepared boundary survey, legal descriptions and other deliverables for partial Green Acres acquisition.
- ***Polifly Road Park, Hackensack, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, performed record research and boundary analysis for this over 2 ½ acre boundary and topographic survey.
- ***McDanold's Brook Flood Control Project, Third Ward Park, Passaic, N.J.*** Supervised field survey and drafting, downloaded and processed all survey data, including aerial mapping photo control, for this topographic survey.
- ***Glen Island Park Seawalls and Pavilions, New Rochelle, N.Y.*** Supervised the ground survey and hydrographic survey tasks, downloaded and processed all topographic data, supervised drafting and calculated mean high water elevation for this Superstorm Sandy rehabilitation project.
- ***Kennedy Field Improvements, New Milford, N.J.*** Prepared a topographic, utility and boundary survey for an over 5-acre park site, required for the proposed renovations its athletic facilities.
- ***Sourland Mountain Natural Area, West Amwell, N.J.*** Performed record research, boundary analysis, mapping and preparation of deliverables for the partial **Green Acres** acquisition of this 56-acre property.
- ***Franklin Lakes Open Space Acquisition, Franklin Lakes, N.J.*** Performed record research, boundary analysis, mapping and preparation of deliverables for the **Green Acres** acquisition of this 12-acre property.
- ***Bergen County Department of Planning and Economic Development, Camp Tamarack, Oakland, N.J.*** Performed record research and boundary analysis for this 181-acre tract. Prepared a Perimeter Survey and a later Boundary Survey for **Green Acres** acquisition.

YEARS OF EXPERIENCE: 43 Years

EDUCATION:

BSEE, Newark College of Engineering (NJIT)
MBA, Monmouth University

REGISTRATION:

Professional Engineer: Fifty-One U.S. Jurisdictions
Certified Power Quality Professional (CPQ) – Association of Energy Engineers
Certified Co-Generation Professional (CCP) – Association of Energy Engineers (Inactive)
Continuing Education Provider (ECSP) – NJ EC Board – Instructor #174; Sponsor #191
Certified Electrical Safety Compliance Professional (CESCP) – National Fire Protection Association

EXPERIENCE:

Bruce Rockwell, with more than 40 years of in-depth experience in the energy sector, serves as the Vice President of Boswell Engineering's Power & Energy Design Division. His myriad of experience includes electrical transmission and distribution, HV substation design and field operations, power plants and railroads mission critical, and industrial facilities. Mr. Rockwell's experience further includes engagements as an Engineering Expert, Engineering Expert Witness, Peer Reviewer, Owner's Engineer, Oversight Engineer, Insurance Claim Support, Staff Augmentation Manager, and Electrical Inspector.

Relevant project experience includes:

- ***NJ TRANSIT: Design Build Project Lead:*** Replacement of (161) 69 kV Circuit Breakers at (16) Substations on the Morris & Essex Rail Line.
- ***TC Electric / Judlau: Commissioning Engineer:*** Thirty-three (33) Mile Replacement and Cutover of the Hudson Rail Line - Signal Power Distribution System.
- ***PSEG: Principal Engineer / Program Manager:*** Developed Substation Condition Assessment Program. Led the Execution of Assessments at (25) Substations.
- ***BG&E: Owner's Engineer:*** Review of New 115 kV GIS Substation Design.
- ***BG&E: Owner's Engineer:*** Review of New 230 kV GIS Substation Design.
- ***BG&E:*** Prepare Owner's Detailed Construction Cost Estimate for 115 - 230 kV Substation including 60 MVA STATCOM
- ***NJ TRANSIT: Damage Assessment:*** Provide site inspection and repair/replacement recommendations for 69 kV Traction Power Substation and 2.4 kV Signal Substation that suffered extensive damage during a storm event.
- ***NJ TRANSIT: Arc Flash Hazard Analysis:*** Perform Gap Assessment of Bus and Rail Facilities. Merck Design Build Project Lead: Replace T9-2 Transformer, 10 MVA, 34.5 - 4.16 kV
- ***LIRR: Design Lead:*** Install Temporary Metering for Simultaneously Measuring Load Demand at (35) Traction Power Rectifier Substations.
- ***Columbia University:*** Protection & Coordination Study for Manhattanville Campus - 13 kV Medium Voltage Power System



- **Illinois Power:** Design of 4.16 kV Reserve and Emergency Reserve Auxiliary Transformer Systems - Static Var Compensator (SVC) Substation (Clinton Nuclear Power Station).
- **MESA:** Battery Design of 3 MW-Hr. Battery Energy Storage System.
- **NJ TRANSIT:** Design of Standby Generator for NJ TRANSIT Police Annex
- **Com Ed:** Design of 138 kV Substation Upgrades (Northwest Substation)
- **Com Ed:** Design of New 138 kV Substation (Diversey Substation)
- **Com Ed:** Design of New 138 kV GIS Substation (Kingsbury Substation)
- **Com Ed:** Design of New 138 kV GIS Substation (Ohio Substation)
- **East Michigan University:** Design of New 46 kV AIS Substation
- **Utah Power & Light:** Design of Several Shunt Capacitor Banks (138 kV, 230 kV and 345 kV)
- **JCP&L:** Design of Expansion of 230 kV Ring Bus (4 to 7 Breakers - Lakewood Co Gen)
- **Con Ed:** Design of 230 kV Collector Bus Substation (Ocean Peaking Power)
- **JCP&L:** Design Build Project: Replace Bank 15 (2) x 150 MVA Transformer at Sayreville Station.
- **Gen On:** Design Build Project: Replace Bank 2 - 300 MVA Transformer at Portland Station
- **Roseton:** Design Build Project: Replace Bank 1 - 660 MVA Transformer at Roseton Station

AFFILIATIONS:

Association of Energy Engineers – Sr. Member

Construction Specification Institute (CSI)

Council on Large Electric Systems (CIGRE) – US National Committee – Member

Doble Engineering – Transformer Committee (TX) Member

Doble Engineering – Asset Maintenance Management (AMM) Committee Member

Doble Engineering – Insulating Materials (IM) Committee Member

Human Performance Association (HPA) – Charter Member

International Association of Electrical Inspectors (IAEI) – Member

Institute of Electrical & Electronic Engineers (IEEE) – Senior Member:

- Power Engineering Society
- Industry Applications Society
- Standards Association (Substation Standards Committee)

National Fire Protection Association:

- NFPA 70 (NEC) – Code Making Panel 10 – Alternate (Retired) Member
- American Council of Engineering Companies (ACEC) of New Jersey- Committee Member

PUBLICATIONS/PAPERS/CONFERENCE PRESENTATION:



Maintaining Market Share in Spite of Deregulation: Enhancing Quality & Value of Electric Utility Service, Monmouth University, West Long Branch, NJ, November 29, 1992.

Customization of Power Quality Analysis Software to the Characteristics of a Local Utility Distribution System, EPRI 4th International Conference of Power Quality, New York, NY, May 1995.

Conditioned Power Sales Guide for Commercial and Residential Electric Utility Representatives, JCP&L, Morristown, NJ, November 20, 1995.

NERC – Protection System Maintenance & Testing Requirements, NETA Power Test Conference, Washington D.C., February 2011.

Fundamentals of Power Quality Diagnostics & Case Studies, NETA Power Test Conference, Ft. Worth, TX, February 2012.

Power Quality Diagnostics & Case Studies, 4-Hour Seminar, Power Test 2013, Denver, CO.

Benefits of Using Online Dew Point Monitoring During Transformer Vacuum Processing, 81st International Conference of Doble Clients, Boston, MA, April 2014.

Field Testing Techniques for Low Voltage Circuit Breakers, NETA WORLD, Spring, 2014.

Asset Management of Transportation Agency Substation Assets, 2022 Doble Client Committee Meetings Conference, Indianapolis, IN, October 3-6, 2022.

Interconnection – Power System Instability and Protective Relaying, co-authoring this Book with Mr. Tom Baker – under contract with Taylor & Francis Publishing – expected completion 2023.

SECTION V





Section IV – Lump Sum Fee and Hourly Rates

Boswell's lump sum fee for **Land Surveying** and **Civil Engineering Services** is:
\$71,350.00

We propose the following Lump Sum (LS) fee for the services described:

Service Category	Lump Sum Fee
Land Surveying Services	\$8,550.00
Civil Engineering Services	\$62,800.00
Construction Administration Services (submitted as a separate proposal)	\$119,000.00
Combined Total LS for Land Surveying/Civil Eng./Construction Admin.	\$190,350.00

Hourly Rates for any additional services requested to be provided by the Boswell team beyond the current scope are provided in the attached rate sheet.



Hourly Rate Schedule

Boswell's cost proposal, in the form of hourly rates, is included below for professional engineering services for the Township of West Orange.

BOSWELL 2026 RATE SCHEDULE

<u>Title</u>	<u>Hourly Rate</u>
Project Manager	\$245.00
Senior Project Engineer	\$240.00
Project Engineer	\$237.00
Senior Design Engineer	\$222.00
Design Engineer	\$209.00
Asst. Design Engineer	\$141.00
CADD Technician	\$180.00
Survey Field Crew (2 Person Team)	\$322.00
Robotic Survey Crew	\$206.00
Survey Analyst	\$235.00
Field Technician	\$86.00
Resident Engineer	\$209.00
Inspector	\$201.00
Inspector II	\$110.00
Licensed Site Remediation Professional (LSRP)	\$245.00
Senior Environmental Scientist	\$240.00
Environmental Scientist	\$102.00
Senior Environmental Specialist	\$237.00
Environmental Specialist	\$150.00
GIS Analyst	\$143.00

Note: All rates are inclusive of secretarial and clerical assistance, and routine telephone and email communications.

BOSWELL

EST 1924

330 PHILLIPS AVENUE
SOUTH HACKENSACK, NEW JERSEY
P. 201-641-0770

Engineered For Life



**Consulting & Municipal
ENGINEERS**

1460 Route 9 South
Howell, NJ 07731
732.462.7400 ☎
www.cmeusa1.com 🌐

October 10, 2025

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

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

Attn: Zayibeth Carballo, PE, PP, CME, PLS, CFM, CFS
Director of Engineering

***Re: Proposal for Professional Land Surveying and Engineering Services
O'Conner Memorial Park Reconstruction Project
Township of West Orange, Essex County, NJ
Proposal No. 2025-128***

Dear Ms. Carballo:

We are pleased to present our estimate of fees for the land surveying, design, permitting and construction phase services for the above-referenced project. It is our understanding that the Township is seeking to improve O'Connor Memorial Park by utilizing U.S. Dept. of Housing and Urban Development grant funds for recreational improvements. The following improvements are anticipated:

- Retrofit existing MUSCO light fixtures with LED;
- Reconstruct the Handball and Basketball Courts with post-tension concrete;
- Reconstruct the Hockey Rink with new foundation and perimeter wooden boards;
- Add a five (5) row bleacher system to be ADA compliant;
- Reconstruct HMA walkway; and
- Relocate existing scoreboard.

1. Land Surveying Services

The following services are proposed under this task:

- A. 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);
- B. Prepare Existing Conditions Plan including additional topography at least 10-feet out from the northerly and westerly side of the hockey rink, handball and basketball courts;

- C. Provide topographic information for top and bottom of curbs, walls, ditches, driveways, sidewalks, steps, service walks and other existing features within the area for the proposed improvements;
- D. Locate all existing improvements including utilities;
- E. Coordinate utility mark-outs;
- F. Provide Benchmark(s) to be set on site for future use;
- G. Prepare an existing conditions/survey control plan;

As part of the deliverables, an electronic AutoCAD file of the Existing Conditions Plan will be provided for the design by the Township.

2. Geotechnical Phase Services

This phase includes an exploration of the subsurface soil and groundwater conditions within the zone of influence of the proposed construction and evaluation of soil conditions with respect to their engineering properties. These investigations will be critical to the placement, design, and permitting of the proposed stormwater improvements. Soil testing will be carried out in accordance with the requirements of N.J.A.C. 7:8 and the *NJ Stormwater Best Management Practices Manual*, Chapter 12.

We propose to perform the following services:

- A. Perform a total of forty-five (8) soil profile pits to depths averaging approximately 12 feet below existing ground surface;
- B. Soil samples will be collected in each test pit for permeability testing;
- C. Prepare soil logs indicating the subsurface conditions encountered;
- D. Prepare a test pit location plan;
- E. Perform an evaluation of the subsurface conditions with respect to their impact on the proposed construction; and,
- F. Present the results of our study in the Stormwater Management/Engineering Report.

Permeability Testing

In order to determine the permeability underlying the project area, CME will utilize the Tube Permeameter methodology in accordance with the NJ Stormwater Best Management Practices Manual, Chapter 12. Soil samples will be obtained above the seasonal high water table and below the bottom of the proposed stormwater facility. Permeability results will be presented in the Stormwater Management/Engineering Report.

3. Civil Engineering Services

The work under this phase will include the following services:

- A. Prepare a Concept Plan for the overall improvements proposed including recommendations on how to best utilize the overall park area;
- B. Develop three (3) color renderings for review with the Township;
- C. Design the proposed improvements at the hockey rink and the handball, pickleball and basketball courts, perimeter fencing, retrofitting of existing Musco lights, HMA walkways and relocation of the scoreboard;
- D. Coordinate and design the Musco Light upgrades;
- E. Prepare construction details;
- F. Design the bleachers and concrete pad as well as the drainage improvements as needed;
- G. Prepare a Plan Set to include but not limited to the following sheets:
 - i. Cover Sheet
 - ii. Existing Conditions/Survey Control Plan
 - iii. Demolition Plan
 - iv. Construction Plan
 - v. Grading and Utility Plan
 - vi. Lighting Plan
 - vii. Electric Plan
 - viii. Soil Erosion and Sediment Control Plan and Details
 - ix. Construction Details
- H. Prepare a stormwater management report in accordance with NJAC 7:8 and the Township's Stormwater Control Ordinance;
- I. Coordinate and submit to HUD to obtain bid clearance;
- J. Prepare a Bid Package that includes bid plans and construction specifications in accordance with public bidding laws; and,
- K. Attend four (4) meetings with the Township Officials for the project Kickoff, Preliminary Design, Public Presentation and Final Design.

4. Permit Phase Services

Once the final designs are approved and since the final soil disturbance will exceed 5,000 square feet, a permit application will be submitted to the Hudson-Essex-Passaic Soil Conservation District for plan certification.

5. Bid Phase Services

This phase will include the following services to publicly bid the project in accordance with the Local Public Contracts Law:

- A. Provide the Township with 20 copies of bid documents, including PDF and AutoCADD digital copies, for prospective bidders as needed;
- B. Provide Addenda for Clarification of Project Specifications;
- C. Analyze Responsible Bids and Recommend Contract Award; and,
- D. Coordinate with the Township, as needed.

Fee Estimate

We will provide the necessary engineering services as described above based upon the lump sum cost breakdown as noted below:

1. Land Surveying Services	\$9,500.00
2. Geotechnical Phase Services	\$9,000.00
3. Civil Engineering Services	\$39,500.00
4. Permit Phase Services.....	\$4,000.00
5. <u>Bid Phase Services.....</u>	<u>\$2,000.00</u>
Total Lump Sum Fee for Services	\$64,000.00

The following services are provided as alternates as requested:

6. Construction Administration Services (Separate Fee)

The following services will be provided under this phase:

- A. Contract preparation including review of bonds, insurance certificates and project manning reports;
- B. Attend preconstruction meeting;

Township of West Orange
Proposal for Professional Land Surveying and Engineering Services
Re: O'Conner Memorial Park Reconstruction Project

October 10, 2025
Our File No. 2025-128
Page 5

- C. Provide assistance with interpretation of contract documents;
- D. Review shop drawings for site-related items;
- E. Provide construction observation services, prepare contractor punch lists and review and prepare pay estimates; and,
- F. Perform project close out and final pay estimate/close out change order.

The Lump Sum fee for Construction Administration Services is **\$42,500.00**.

Exceptions:

- *NJDEP permitting. The improvements are proposed outside of the Flood Hazard Area.*
- *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.*
- *Application fees are considered extra and will be requested at time of submission.*

Should this proposal 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
Senior Vice President

TT:pv

Proposal for O'Connor Memorial Park Reconstruction Project

October 10, 2025

GPI



Chubb Park Tennis & Pickleball, Morris Twp., NJ



Morris Hills H.S. Tennis Court Refurbishment, Rockaway Twp., NJ



Emmett Park Tennis & Basketball Court Improvements, Florham Park, NJ

Submitted to:



**TOWNSHIP OF WEST ORANGE
DEPARTMENT OF ENGINEERING**

Table of Contents

Cover Letter

SECTION 1 Project Understanding

SECTION 2 Scope of Work

SECTION 3 Similar Project Experience

SECTION 4 Fee Proposal and Hourly Rates

SECTION 5 Project Schedule

SECTION 6 Sample Insurance Certificate

October 10, 2025

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

RE: Response to Request for Proposals for Professional Services for
O'Connor Memorial Park Reconstruction Project
Township of West Orange, Essex County, New Jersey

Dear Ms. Carballo:

Thank you for the opportunity to respond to the Township's Request for Proposal for Professional Services for the above-referenced project. We have visited the site and believe we understand the Township's goals and objectives for this project.

Our December 3, 2024 Qualifications Statement submitted to the Township demonstrates that our experienced staff have the expertise necessary to accomplish the project.

We are pleased to have this opportunity to be of 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. Should you have any questions, my direct line is (973) 434-8313.

Respectfully Submitted,
GREENMAN-PEDERSEN, INC.



Thomas R. Lemanowicz, PE, PP, CME
Principal Engineer

TRL/rem
Enclosure

cc: Andrew Cangiano, PE, CME
Ronnie Martinelli

m:\proposal\trl\west orange\2025 o'connor memorial park\proposal_o'connor memorial park 10-10-2025.docx

Project Understanding

From our review of the RFP and a site visit, it is understood that project scope includes the improvement of the O'Connor Memorial Park to include the following:

1. Add Pickleball court(s) to the facility, replacing either basketball or handball court(s).
2. Reconstruct the horizontal surfaces of the handball court with post-tensioned concrete. Based upon the Township's response to the Request for Information (RFI) submitted by GPI on September 29, 2025, it is our understanding that the fate of the vertical handball wall is uncertain and will not be determined until the configuration of the Pickleball court(s) is defined as part of the project.
3. Reconstruct the basketball courts with post-tensioned concrete.
4. Reconstruct the playing surface and perimeter wooden boards at the street hockey rink.
5. Reconstruct the HMA path that runs along the south side of the work area.
6. Upgrade the existing Musco lighting system to LED fixtures.
7. Provide two new ADA-compliant bleachers on concrete slabs. Provide accessible route from existing walkway to new bleachers along the adjoining parking area.
8. Relocate the existing scoreboard.
9. Replace perimeter fencing.
10. Provide stormwater management facilities in accordance with the current Township Stormwater Ordinance as provided with the RFP.
11. Coordinate bid documents with the requirements of the HUD grant conditions.

Under Township Ordinance §25-29.1C2, the stormwater regulations will be applied to this project. Under §25-29.2, any development that results in the disturbance of more than 0.5 acre since February 2, 2004 is considered a Major Development. While the project that is the subject of this RFP is not anticipated to disturb more than 0.5 acre, when combined with the 2019-2020 reconstruction of the larger of the two playgrounds approximately 250 feet to the northeast of the subject work area, the cumulative disturbance exceeds the 0.5 acre disturbance threshold. As such, the proposed improvements will be considered a Major Development. Based on the Township's response to GPI's RFI dated September 29, 2025, it is our understanding that a waiver from the strict application of the stormwater ordinance will not be considered.

Per the RFP, GPI will coordinate and attend an on-site Kick-Off Meeting with Township representatives. This meeting will be followed by the preparation of three (3) concept plans along with an Order of Magnitude Cost Estimate for each to be discussed at a Preliminary Design Meeting with the Township. The three concept plans will then be edited and formalized into 2D color renderings. The renderings will then be part of a Public Presentation by GPI. A Final Design Meeting will then be held to discuss the Township's final edits to be incorporated into a Final Plan and Engineer's Cost Estimate are to be submitted to the Township for approval.

Upon approval of the Final Plan, GPI will prepare Construction Contract Documents including Working Drawings and Technical Specifications suitable for public bidding. GPI assumes that the Township will provide the "Front End" documents that will be utilized in the preparation of the specifications book.

Deliverables for this project consist of twenty (20) copies each of the Final Plan, Estimates, and the Bidding Documents (Construction Plans & Specifications). GPI will also provide digital copies (AutoCadd and Adobe formats) of the contract documents.

It is noted that the Township's intent regarding the replacement of the vertical handball wall has not been established. As such, this proposal will treat the design effort relating to the design of a new vertical handball wall as an alternate to allow the Township to make that decision after the award of the project. The Township's decision on the replacement of the handball wall will be required no later than at the Preliminary Design Meeting.

Scope of Work

The Request for Proposals (RFP) sets forth the required work to be performed. We have reviewed the RFP, visited the site, and we believe we have a clear understanding of the goals of this project, and this proposal is intended to be fully responsive to the RFP. The following tasks include our approach to completing the project.

The Scope of work will consist of the following tasks:

1. Surveying Services:

GPI will coordinate a Boundary and Partial Existing Conditions and Topographic Survey as set forth in the RFP. This work will include, but not be limited to, existing above ground structures, grade elevations, and utilities from visible above ground observation. All information for underground utilities will be as provided by the utility companies. The "Call Before You Dig" service had, in the past, provided utility mark-outs for design. They no longer provide this service, and firms that request mark-outs for design, rather than construction, are subject to fine. Therefore, survey of utilities is limited to surface observations and record information provided by the Township.

- A. Boundary Survey with the understanding that corners will not be set.
- B. Limited Topographic and Existing Conditions Survey within project limits noted in the RFP with one foot contours and spot elevations.
- C. 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).
- D. Two benchmark(s) to be set on site for future use.
- E. Existing Conditions/Survey Control Plan.

1A. Alternate A – Underground Utility Location:

- A. Coordinate with a subsurface utility location service to supplement the surface utility information gathered.

2. Design Services:

- A. Coordinate and attend a Kick-Off Meeting at the site with Township representative(s) to discuss the specifics of the project budgeting and goals.
- B. Preparation of three (3) Concept Plan and Preliminary Engineer's Estimates based upon information gathered at the Kick-Off meeting.
- C. Coordinate and attend a Preliminary Design Meeting with Township representatives to review concepts.
- D. Preparation of three (3) color renderings based upon the discussions at the Preliminary Design Meeting.
- E. Coordinate and attend a Public Presentation to review the Color Renderings
- F. Develop Final Plans based upon Township direction at a Final Design meeting following the Public Presentation.
- G. Incorporate stormwater management facilities into the Final Design in accordance with Township Ordinance 2918-25.

- H. Coordinate light fixture replacement with Musco Lighting.
- I. Prepare Hudson-Essex-Passaic Soil Conservation District application forms.
- J. Plan Set is anticipated to include but not limited to:
 - (1) Cover Sheet
 - (2) General Notes and Legends
 - (3) Existing Conditions/Survey Control Plan
 - (4) Demolition / Site Preparation Plan
 - (5) Site Plan
 - (6) Grading and Utility Plan
 - (7) Lighting Upgrade Plan and Details
 - (8) Soil Erosion and Sediment Control Plan and Details
 - (9) Construction Details
- K. Prepare Technical Specifications.

2A. Alternate B – Handball Wall Replacement:

- A. Coordinate with GPI's geotechnical subconsultant for the performance of four (4) soil borings to a depth of 10 feet, or to bedrock, in the area of the handball wall and for the preparation of a report recommending soil bearing capacity values to be used in the structural design of the replacement wall. This is an estimated total of 40 linear feet of borings with soil samples taken at each 5-foot interval of depth. Additional samples may be taken as required. The actual depth and number of borings may be varied as ground conditions require. Normal precautions will be exercised during the field work to minimize disturbance to the ground surface. Bore holes will be grouted and patched with concrete.
- B. GPI will perform structural design calculations and prepare additional construction drawings for the construction of a replacement handball wall. The replacement wall is anticipated to be comprised of a reinforced concrete stem wall with concrete spread footing. GPI will prepare preliminary wall design calculations to determine the wall dimensions and required reinforcement for Township review. We will also prepare construction drawings for the proposed wall that will include all necessary details and notes required for a contractor to perform the work. We will prepare the following:
- C. Prepare construction details and specifications of replacement wall.

3. Construction Administration Services:

GPI will provide the Township with full time technical support during the bidding and construction process. GPI will provide, at a minimum, the following Construction Administrative services based upon an assumed 7-week construction period:

- A. Bidding Services:
 - (1) Preparation of the Notice to Bidders for the Township Purchasing Agent for publication.
 - (2) Respond to bidders questions and issue addendums/clarifications as required.
 - (3) Attend Bid opening.
 - (4) Obtain, tabulate, and evaluate submitted Bids.

- (5) Review bids and Bidder qualifications.
- (6) Prepare award of contract recommendation.

B. Construction Administration Services

- (1) Coordinate and chair a pre-construction meeting with the Township and the selected contractor.
- (2) Review and act on contractor submissions.
- (3) Provide seven (7) weeks of full-time construction inspection services, totaling 280 hours.
- (4) Review and process contractor's applications for payment.
- (5) Review and process contractor's change orders, if any.
- (6) Prepare punch list of the project upon substantial completion.
- (7) Provide final/completion certificate.

Further Understandings

- 1. SCD permit application fee will be paid by the Township.
- 2. Existing utilities will be located from above ground observation only, unless the Township separately authorizes underground investigations in Alternate A.
- 3. It is assumed that the upgrade to the Musco lighting will be limited to fixture replacement and will not require electrical design services.
- 4. Any existing easements are to be supplied by the Township for incorporation in the Boundary Survey.
- 5. Investigations and construction considerations relating to the detection, remediation or mitigation of regulated materials within the site soils are specifically excluded from the scope of work.
- 6. NJDEP FHA Determination, Freshwater Wetland Delineation, and/or related permits are not anticipated and not included.
- 7. Coordination with the Green Acres Program is not included.
- 8. Construction stakeout services are excluded.
- 9. This proposal assumes that the alternate for underground utility location services will be decided by the Township at the same time as the base contract.
- 10. It is acknowledged that the RFP requires a lump sum fee for full-time inspection, which has been provided. GPI typically invoices construction administration (including inspection) on an hourly basis to allow the client to be positioned for a cost savings in the case where the contractor's efficiencies result in a lesser inspection effort than assumed in the proposal.

Similar Project Experience

The GPI design team offers services in all areas of park and recreational development for all levels of government agencies, municipalities, and organizations. The design team's approach to park and recreational planning and development goes beyond the placement of man-made elements on the landscape in order to provide the best economically feasible design solution. Our staff offers a team approach to bring a project from its conceptual stages to design and implementation.

Similar Project Design Experience

Streeter and Ginty Tennis & Pickleball Courts, Morris Township, Morris County, NJ; GPI field surveyed the four tennis courts of Ginty Park and four tennis courts of Streeter Park. Site development plans were prepared for replacement of the existing asphalt courts with post-tensioned concrete courts (both tennis and pickleball) and included new ADA compliant walks and entrances, fencing, gates, net posts, and court markings on the courts in Ginty Park. Similar site development plans were prepared for the replacement of all tennis courts in Streeter Park. ADA accessibility to Streeter was provided and all new fencing, gates, net posts, and court markings were installed. *Client: Morris Township, William Foelsch, Parks & Recreation Director, bfoelsch@morristwp.com*

Peterson Field Tennis & Basketball, Rockaway Township, Morris County, NJ; GPI Evaluated the existing basketball court area at Peterson Field. The existing courts were undersized and had deteriorated significantly over time. Due to the heavy use of the facilities, the Parks and Recreation Department opted to upgrade the facility with two full size basketball courts. The project scope consisted of development of concept plans for future reconstruction alternatives, including preliminary layout and conceptual grading and drainage improvements. Professional services included field work and base map preparation, preparation of conceptual design plans and cost estimates, and construction inspection services. *Client: Rockaway Twp., Allison K. Ferrante, PE, CME, Municipal Engineer, aferrante@rockawaytownship.org*

Chubb Park Tennis Court and Pickleball Court Reconstruction, Township of Chester, Morris County, NJ; GPI provided surveying and engineering design for this project which included the reconstruction of two (2) existing asphalt tennis courts. The proposed reconstruction was designed utilizing a post-tensioned concrete system, and reallocation of the space to provide one (1) double's tennis court and four (4) regulation pickleball courts. Barrier free access to the courts and adjacent play structures from the existing parking lot was also designed. The new tennis court system was constructed on top of the existing asphalt courts. This method of construction is standard practice for the installation of post-tensioned concrete court systems and saved on the cost of removal and disposal of the existing court material. *Client: Chester Township, Robin Collins, Administrator/Clerk, rcollins@chestertownship.org*

Emmett Park Tennis & Basketball Courts, Florham Park Borough, Morris County, NJ; The proposed improvements consisted of reconstruction of four (4) tennis courts, one (1) basketball court, and the concrete slab at the lacrosse wall. Other site improvements included walkways to the open gates, new fencing, new basketball poles and backboards, tennis court netting, replacement of the asphalt beneath the bleachers, and upgrading the drinking water fountains. Services included field survey and base map preparation, engineering design, preparation of construction bid documents, and construction support services. *Client: Florham Park Borough, Michael Sgaramella, PE, Borough Engineer, msgaramella@fpboro.net*

Morris Hills High School Tennis Court Replacement, Township of Rockaway, Morris County, NJ; GPI prepared updated base mapping, construction documents, and an Erosion Control Plan. Services included demolition of existing fences, construction of a post-tensioned floating slab atop the existing bituminous tennis courts, construction of drainage system, installation of new net posts, net center tie-downs and nets, construction of transition sidewalks, installation of four-layer court surfacing with court striping and markings, and installation of new fences and gates. Also provided bidding and construction administration services. *Client: Morris Hills Regional School District, Joann Gilman-Auricchio, Business Administrator, jgilman@mhrd.org*

Fee Proposal and Hourly Rates

FEE PROPOSAL

Survey & Design

Our Lump Sum fee to perform the tasks outlined in the Scope of Work are as follows:

Surveying Services	\$7,850.00
Design Services	\$34,100.00
TOTAL SURVEY & DESIGN:.....	<u>\$41,950.00</u>

Construction Administration

Our fee to perform the tasks outlined in the Scope of Work are as follows:

Bidding Services	\$2,400.00
Construction Administration Services	\$35,800.00
TOTAL CONSTRUCTION ADMINISTRATION BUDGET:	\$38,200.00

Alternates

Our fee to perform the tasks outlined in the Scope of Work are as follows:

Underground Utility Location	\$1,200.00
Handball Wall Replacement.....	\$16,600.00



HOURLY BILLING RATES

As submitted in our Qualification package to the Township of West Orange on December 3, 2024, following are our municipal billing rates:

PROFESSIONAL ENGINEER	\$	190.00
SENIOR PROJECT MANAGER, ENGINEERING	\$	165.00
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
TECHNICAL TYPIST	\$	75.00

Project Schedule

GPI is committed to adhering to the Township's goal to advertise for bids by Summer/Fall 2026. We anticipate work will proceed within one (1) week after receipt of the Township's resolution awarding the contract. We have 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 a November 30, 2025 contract award, and have prepared the following Project Schedule:

		Project Schedule															
		November 30, 2025 (Assumed Contract Award)				December 2025				January 2026				February 2026			
1	Surveying Services																
2	Kick-off Meeting & Concept Plans																
3	Preliminary Design Meeting, Color Renderings & Public Presentation																
4	Final Design Meeting & Final Plans and Specifications																

Sample Insurance Certificate



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/10/2024

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 PG Genatt Group LLC 3333 NEW HYDE PARK RD SUITE 409 NEW HYDE PARK NY 11042		CONTACT NAME: Alyson Graziosi PHONE (A/C, No, Ext): 516-869-8788 E-MAIL ADDRESS: agraziosi@cpgrp.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 <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: XL Specialty Insurance Company</td> <td>37885</td> </tr> <tr> <td>INSURER B: Everest National Insurance Company</td> <td>10120</td> </tr> <tr> <td>INSURER C: North Pointe Insurance Company</td> <td>27740</td> </tr> <tr> <td>INSURER D: QBE Insurance Corporation</td> <td>39217</td> </tr> <tr> <td>INSURER E: Stonington Insurance Company</td> <td>10340</td> </tr> <tr> <td>INSURER F: Allied World Assurance Company (U.S.) Inc.</td> <td>19489</td> </tr> </table>		INSURER	NAIC #	INSURER A: XL Specialty Insurance Company	37885	INSURER B: Everest National Insurance Company	10120	INSURER C: North Pointe Insurance Company	27740	INSURER D: QBE Insurance Corporation	39217	INSURER E: Stonington Insurance Company	10340	INSURER F: Allied World Assurance Company (U.S.) Inc.	19489
INSURER	NAIC #																
INSURER A: XL Specialty Insurance Company	37885																
INSURER B: Everest National Insurance Company	10120																
INSURER C: North Pointe Insurance Company	27740																
INSURER D: QBE Insurance Corporation	39217																
INSURER E: Stonington Insurance Company	10340																
INSURER F: Allied World Assurance Company (U.S.) Inc.	19489																

COVERAGES		CERTIFICATE NUMBER: 1993401002		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
D	☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☒ PROJECT ☒ LOC OTHER:	Y	Y	175000033	12/31/2024	12/31/2025	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 - COMPROP AGG \$4,000,000 \$
C	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	Y	165000040	12/31/2024	12/31/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB CLAIMS-MADE DED ☒ RETENTION \$10,000	Y	Y	XC6CU00324241	12/31/2024	12/31/2025	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/A	155000038	12/31/2024	12/31/2025	☒ PER STATUTE 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			UM00082200MA24A 03141016	12/31/2024 12/31/2024	12/31/2025 12/31/2025	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

CANCELLATION 30 day notice applies

SAMPLE
FOR INFORMATIONAL
PURPOSES ONLY

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

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



Proposal for
**O'Connor Memorial Park
Reconstruction Project**

*Township of West Orange
Essex County, NJ*

October 10, 2025

3 Mountainview Road
Warren, NJ 07059

www.psands.com





October 10, 2025

Zayibeth Carballo, Municipal Engineer, Director of Engineering
Department of Engineering
25 Lakeside Avenue
West Orange, NJ 07052

Education

Energy Utility

Healthcare

Public Works

Real Estate

Science & Technology

Re: Request for Proposals
O'Connor Memorial Park Reconstruction Project

Paulus, Sokolowski & Sartor, LLC (PS&S) is pleased to submit this proposal to the Township of West Orange for Professional Services associated with the O'Connor Memorial Park Reconstruction Project.

With our office located in Warren, New Jersey, PS&S is in close proximity to the Township, enabling our team to provide **responsive and attentive service throughout design, coordination, and construction**. We understand the importance of this project to the community and the Township's commitment to improving public recreational amenities.

PS&S is a **multidisciplinary engineering and design firm** offering fully integrated services in civil engineering, surveying, landscape architecture, and construction administration. Our in-house expertise allows us to deliver seamless coordination and efficient project delivery from concept through completion. We also have direct experience working with the Township of West Orange, having previously provided engineering and design services for the Tennis Court Rehabilitation Project at O'Connor Park. In addition, our team recently completed the Edison Housing Authority Basketball and Tennis Court Improvements, as well as numerous other municipal park and athletic facility projects across New Jersey.

We offer the Township a design team with a strong track record of success with publicly bid construction contracts. We can execute what we promise. Further, our team consists of gifted designers, engineers and scientists, dedicated to producing quality design and well-engineered systems.

PS&S is a fully-integrated interdisciplinary team of consultants. From our Architects and Engineers to our Project Controls Team and our Cultural Resources Department, we collaborate seamlessly with our clients to deliver carefully crafted solutions.

Why PS&S?

- **Proven Local Experience:** Our prior work with the Township and other public agencies ensures familiarity with your standards, review processes, and project expectations.
- **Comprehensive In-House Capabilities:** Our survey, engineering, and landscape architecture teams collaborate seamlessly to deliver complete, buildable designs.
- **Successful Track Record in Recreational Design:** PS&S has designed and administered construction for numerous athletic and recreation projects, including multi-sport courts, playgrounds, and park facilities.
- **Proximity and Responsiveness:** Located less than 40-minutes away in Warren, NJ, our team is readily available for meetings, on-site reviews, and close coordination during design and construction.



PS&S is fully committed to supporting the Township in delivering a high-quality and community-enhancing improvement at O'Connor Memorial Park. We appreciate the opportunity to continue our partnership and to contribute our expertise to this meaningful project.

Should you have any questions or require additional information, please feel free to contact me directly at **(516) 464-7322** or via email at dmaher@psands.com.

Thank you for your consideration. We look forward to the opportunity to collaborate once again.

Very truly yours,
PAULUS, SOKOLOWSKI AND SARTOR, LLC

A handwritten signature in blue ink that reads 'Dan Maher'.

Daniel Maher, RLA, ISA
Senior Director

A handwritten signature in blue ink that reads 'Adolf Montana'.

Adolf Montana, PE, LEED AP
Director



Table of Contents

Team Background

Experience with Similar Projects

References

Scope of Services

- Project Understanding
- Project Approach
- Project Assumptions and Exclusions

Project Schedule & Fee Proposal

Project Team

- Resumes



Team Background



About the Firm

Established in 1962, PS&S is an award-winning multi-disciplined, full-service architecture, engineering, design, environmental, and surveying consulting services firm.

Headquartered in Warren, NJ, PS&S offers a single source for planning, design and regulatory compliance services on diverse projects across several market segments including education, energy and utilities, hospitality and entertainment, infrastructure and public improvement, real estate, and science and technology.

Vision



We strive to be the best partner for our clients and for our employees. Our history is our bedrock, and integrity our foundation, and we embrace these as we continue to grow.

Mission



To support our clients strategically and functionally with innovation, technical excellence and unparalleled integrity. To support our employees by creating a professional work environment that provides the resources they require to develop their skills and successfully advance their careers.

Values



- Health, safety, and welfare for our employees and our Communities
- Client satisfaction
- Partnerships and professionalism for our clients and in our work environment
- Sustainability in all our designs
- Diversity and inclusion
- Technical experience
- Fiscal responsibility for our clients and our company

Firm Profile

Overview



Project Office Location

Warren, NJ



Locations

NJ, NY, PA, NC



Employees

~300 Employees



Website

www.psands.com



Ownership Structure

Management-Owned

The PS&S Difference

- ✓ A Mid-size Firm with A Large Firm Experience
- ✓ A Local, Knowledgeable, & Dedicated Staff
- ✓ Over 60 Years of Firm Experience
- ✓ Diverse & Multi-disciplinary Team of Experts
- ✓ Consistent Repeat & On-call Clients
- ✓ Project Execution is On-time & On-budget
- ✓ Leading-edge Sustainable Design Practices
- ✓ Extensive Experience with Municipalities
- ✓ Award-winning designs
- ✓ Collaborative design approach



Experience with Similar Projects



O'Connor Park Tennis Court Improvements

Preparation of Construction Documents

Location

West Orange, New Jersey

Client

Township of West Orange

Client Type

Public Sector

Discipline

Site Civil Engineering &
Landscape Architecture

Project Dates

8/27/2018-11/30/2020



The Opportunity

The Township of West Orange was seeking to improve their existing tennis court located at O'Connor Park, 19 Ralph Road, West Orange, New Jersey. The project consisted of the replacement of four existing tennis courts to a state-of-the-art asphalt tennis court facility, with four tennis courts, two pickleball courts, new sidewinder tennis post, new tennis nets, new perimeter concrete curbing, and new chain link gates. The proposed tennis courts were designed using the United States Tennis Association (USTA) Standards.

The Challenge

The client had an aggressive timeline from design to construction which become the one main challenges for this project.

The PS&S Solution

In order to achieve the client aggressive timeline, PS&S worked closely with West Orange officials from conceptual design, design development and construction phase. Also, PS&S prepared construction documents including specifications in less than two months. The project was, however, put on hold and it was not issued for bid until February 2020 and construction was completed in November 2020. PS&S also helped the Township of West Orange with front-end documents such as bidders notice, checklist, forms, scope of contract, bidder information forms, contract, and supplemental conditions. During construction, PS&S assisted the Township and contractor by reviewing shop drawings and responding to RFI's.





Edison Housing Authority Tennis and Basketball Court Improvements

Location

Edison, New Jersey

Client

Edison Housing Authority

Client Type

Public Works

Discipline

- Site Civil Engineering &
Landscape Architecture

Project Dates

April 2023 - July 2024



The Opportunity

The Edison Housing Authority (EHA) oversees the public housing communities of Robert E. Holmes Gardens and Julius C. Engel Gardens located in Edison, New Jersey. PS&S provided its Site Civil Engineering and Landscape Architecture services to EHA for the design of new tennis and basketball courts located adjacent to the Authority's administrative offices.

The Challenge

The Edison Housing Authority's existing 14,000-square foot asphalt basketball courts were showing signs of wear from age and active use; rejuvenation of this amenity was crucial in providing an engaging recreation area to the community's residents and their guests. The basketball-exclusive configuration of the existing court layout limited the space's use to a single sport and it was evident to the PS&S design team that the community required an additional option for recreation.

The PS&S Solution

PS&S Landscape Architecture team developed construction bid documents for brand new tennis and basketball courts along with specifying the associated site furnishings for spectators. In addition to the installation of new court fencing and sidewalk replacement to provide the residents with a more welcoming amenity space, improvements were implemented to upgrade the existing court lighting to energy-efficient LED lighting. An energetic blue and green color scheme was selected for the new court surface, which complements the spirit of the Edison Housing Authority's mission of dynamic public engagement. PS&S supported EHA with the bid support, construction administration and grant funding compliance. The project was completed in July, 2024.





Degnan Park Baseball Field Improvements

Preparation of Construction Documents

Location

West Orange, New Jersey

Client

Township of West Orange

Client Type

Public Sector

Project Date

Completed on 7-01-2021



The Opportunity

The Township of West Orange sought to improve their existing baseball grass field located at Degnan Park, 650 Pleasant Valley Way, West Orange, New Jersey. The project consisted of replacing the existing grass baseball field with a state-of-the-art artificial synthetic Turf Field baseball facility, with new dugouts, bullpen areas, backstop, scoreboard, outfield, and surrounding fencing, bleachers, and asphalt sidewalks. The proposed baseball field was designed using the National Federation of State High School Association (NFHS) Standards.

The Challenge

The client had an aggressive timeline from design to permitting and construction which became the one main challenges for this project.

The PS&S Solution

To achieve the client's aggressive timeline, PS&S worked closely with the Borough of West Orange officials from the conceptual design, design development, and construction phase. Also, PS&S staff was in constant communication with the artificial synthetic field manufacturer discussing the field layout, field markings, and the drainage system. As a result, PS&S prepared construction documents, including specifications, in less than three months, and the project was issued for bid in mid-October 2020.

PS&S also helped the Township of West Orange with the front-end documents such as bidders notice, checklist, forms, the scope of the contract, bidder information forms, contract, and supplemental conditions. During the bid process, PS&S secured the required permits for the project's construction. During construction, PS&S assisted the Township and contractor by reviewing shop drawings, responding to RFI's, and participating in construction meetings. PS&S also provided electrical engineering services to the team to help the projects with electrical conduit layout for wiring the receptacles for the pitching machine, future dugout lights, future security cameras and a new scoreboard.





Scope of Services



Project Understanding

The Township of West Orange seeks qualified professionals to provide professional design services and construction administration for the reconstruction and enhancement of O'Connor Memorial Park. The Township intends to utilize HUD grant funding for the design, permitting, bidding, and construction of the project.

O'Connor Memorial Park serves as an important recreational and community hub, and the Township's proposed improvements are aimed at upgrading the facility to meet current recreational standards, enhance accessibility, and improve long-term resiliency.

The proposed scope includes rehabilitation and enhancement of the existing hockey rink, handball, pickleball, and basketball courts, installation of new perimeter fencing, bleachers, and walkways, stormwater management and drainage upgrades, and lighting retrofits to the existing Musco light poles. The project will also require careful coordination with HUD requirements.

PS&S has extensive experience delivering successful municipal parks, athletic facilities, and HUD-funded community improvement projects throughout New Jersey. Our in-house civil engineering, landscape architecture, and surveying teams have worked collaboratively on numerous municipal park projects, including the O'Connor Memorial Park Tennis Court Improvements completed in 2020 and the Edison Housing Authority's Basketball and Tennis Court Improvements completed in 2024. This recent experience provides our team with a strong familiarity with the site and the design expectations of the Township, as well as a proven track record of completing similar projects in full compliance with HUD and municipal standards.





Project Approach *continued*

PHASE 1: TOPOGRAPHIC & UTILITY SURVEY

PS&S will perform a partial topographic survey of the project area and 25' beyond using a combination of conventional on ground survey methods and Aerial mapping technology utilizing a Mavic 3 / Matrice 300 RTK drone, VRS and Static GPS (Global Positioning System). We will locate and provide elevations of all fixed property features. Such as but not limited to, existing buildings, concrete foundations, equipment, fence lines, utilities, protruding natural anomalies, and any other features or structures deemed to be permanent to the site.

The ground control network will be based on New Jersey State Plane Coordinate System established in 1983 (NAD83) and North America Vertical Datum of 1988 (NAVD88). The plan sheets will be created in AutoCAD format, 1 foot contour interval.

PS&S survey crews will also perform a survey of utilities within the project area and adjoining parking lot. We will make reasonable investigations concerning the location and size of underground utility lines on site. Where surface indications of the presence of such utilities are apparent, such features will be located on the plans. However, PS&S cannot be responsible to detect or locate buried utilities for which no surface indications are present, nor shall PS&S be responsible for the accuracy of information taken from records and drawings provided by others or locations marked out by utility companies.

PHASE 2: PRELIMINARY DESIGN

The Preliminary Design Phase will establish the overall design direction for the O'Connor Memorial Park improvements and provide the Township and community with a clear visual understanding of the proposed enhancements. This phase is critical for gathering input and confirming that the project goals align with both the Township's objectives and community expectations before advancing into detailed design.

PS&S will coordinate closely with the Department of Engineering Division and Township officials to develop and refine design alternatives that address functionality, aesthetics, accessibility, and long-term maintenance.

Scope of Services:

- Conduct a **Kickoff Meeting** and site walk to confirm the project program, site constraints, and opportunities.
- Review existing conditions of the **hockey rink, handball, pickleball, and basketball courts**, identifying opportunities for layout, surfacing, and drainage improvements.
- Evaluate **stormwater management and grading strategies** in accordance with the Township's May 2025 Stormwater Control Ordinance.
- Develop up to **three (3) color renderings** illustrating proposed improvements.
- Prepare **image boards and material palettes** to communicate design intent and finish selections.
- Incorporate **landscape and pedestrian circulation enhancements** for improved connectivity.
- Prepare a **preliminary engineer's estimate** of probable construction cost for review.
- Present the conceptual design and renderings at a **Public Presentation** to solicit feedback from community stakeholders.



Project Approach *continued*

Upon completion of this phase, PS&S will provide the Township with:

- A **refined concept plan** incorporating feedback,
- A **summary of comments received**, and
- An **updated preliminary cost estimate** to guide the final design and bid document preparation.

**Meetings included: Three (3) meetings – Kickoff, Preliminary Design, and Public Presentation*

PHASE 3: FINAL DESIGN & BID SUPPORT

The Final Design & Construction Documents Phase will translate the approved conceptual design into a complete, bid-ready package. This phase ensures that all technical details, permitting requirements, and HUD and Township standards are addressed so the project can proceed smoothly to bidding and construction.

PS&S will coordinate all design disciplines including civil engineering, landscape architecture, survey, and lighting design to prepare a fully integrated set of documents that are clear, accurate, and compliant with applicable regulations.

Scope of Services:

- Prepare complete **construction drawings**, including but not limited to:
 - Cover Sheet & General Notes
 - Existing Conditions / Survey Control Plan
 - Demolition Plan (removals and staging)
 - Site / Layout Plan (improvements, limits of work, scope notes)
 - Grading & Drainage Plan (ensuring proper stormwater management based on gravity conveyance for storm sewers)
 - Soil Erosion & Sediment Control Plan (per Hudson-Essex-Passaic Soil Conservation District)
 - Construction Details (fencing, walkways, bleachers, lighting retrofits, stormwater management)
- Prepare **technical specifications** for construction, coordinated with the Township's front-end specifications and in compliance with the latest NJDOT requirements.
- Develop **final engineer's estimate** of probable construction cost.
- Prepare **Hudson-Essex-Passaic SCD** permit application and supporting plans. This scope of work is based on all application and permit fees being paid by the Owner.
- Coordinate and submit **HUD-required documentation** for bid clearance.
- Deliver all documents in **AutoCAD, PDF, and 20 hard copies** for bid.



Project Approach *continued*

Stormwater Management Design Strategy:

The New Jersey Department of Environmental Protection (NJDEP) adopted updated Stormwater Management Regulations effective July 17, 2023, requiring the implementation of Green Infrastructure (GI) Best Management Practices (BMPs) for qualifying projects. PS&S has assumed that the O'Connor Memorial Park Reconstruction Project will not trigger NJDEP or Township of West Orange Stormwater Management Ordinance requirements, and therefore GI design measures are not included in our base scope of work.

However, PS&S has prepared an add alternate to include the cost for geotechnical investigation and stormwater management design services in the event the project meets the criteria for Major Development (disturbing 0.5 acres or more). Should the project fall under this classification, Green Infrastructure design and supporting geotechnical services would be required, and these tasks can be authorized under the proposed add-alternate.

**Meetings included: One (1) Meeting – Final Design Review*

PHASE 4: CONSTRUCTION ADMINISTRATION & INSPECTION SERVICES

The Construction Administration (CA) Phase ensures that the Township's design intent is fully realized during construction and that the project is completed on schedule and in accordance with the construction documents. PS&S will provide dedicated construction administration and full-time inspection services throughout the anticipated three (3) month construction period.

Our approach to construction administration emphasizes quality assurance and clear communication between the contractor and Township. PS&S's on-site presence and consistent communication with the Township will help prevent delays, manage unforeseen field conditions, and deliver a finished project that meets both community expectations project standards.

Scope of Services

- **Bidding Support & Award Recommendation:**
 - Attendance at one (1) pre-bid meeting, responses to bidder inquiries, preparation of addenda (if required), and review of submitted bids.
 - A written bid analysis and recommendation of award will be provided to the Township following bid opening.
- **Pre-Construction Coordination**
 - Attend and lead the pre-construction meeting with the Township and Contractor.
 - Review submittals and shop drawings for conformance with contract documents.
 - Coordinate with vendors regarding lighting upgrades and field-installed equipment.



Project Approach *continued*

- **Construction Observation & Documentation**
 - Provide **full-time on-site inspection services** to monitor contractor progress and compliance with plans and specifications.
 - Maintain a **daily inspection log** and photo documentation of construction activities.
 - Conduct periodic site meetings to address progress, schedule, and site conditions.
- **Contract Administration**
 - Review contractor payment applications and recommend approval to the Township.
 - Prepare and issue field directives, clarifications, and review change orders as required.
 - Respond to Requests for Information (RFIs) from the contractor.
- **Project Closeout**
 - Conduct final walkthrough with the Township and Contractor.
 - Prepare a punch list and verify completion of corrective work.
 - Review and approve final as-built drawings.
 - Provide **Certificates of Completion** for all project components.



PS&S Project Assumptions And Exclusions

Design Phase Assumptions:

1. Work is limited to those tasks specifically listed above.
2. Up to four (4) meetings are included in the Design Phases: Kickoff, Preliminary Design, Public Presentation, and Final Design Review. Additional meetings requested by the Township will be billed on a time-and-materials (T&M) basis at the hourly rates provided.
3. PS&S will prepare and submit the Soil Erosion and Sediment Control application to the Hudson-Essex-Passaic Soil Conservation District; application fees to be paid directly by the Township.
4. No environmental permitting (wetlands, flood hazard, or NJDEP land use permits) is anticipated or included.
5. The Township will provide front-end specifications and handle public advertisement of the bid.

Design Phase Exclusions:

6. West Orange Planning Board submission.
7. Geotechnical Services; Off-site water, sewer, drainage, utility and roadway design services; Sanitary or storm sewer pump/lift station or siphon design services.
8. NJDEP Permitting Services.
9. Retaining wall engineering for walls above three (3) feet in height or supporting vehicular loads.
10. Environmental Impact Assessment.

Construction Administration & Inspection:

1. PS&S has included standard bidding support services under the CA Phase (Phase 4), including attendance at one (1) pre-bid walkthrough meeting and assistance through award recommendation. Any additional bidding or rebid efforts requested by the Township will be billed on a T&M basis.
2. It is assumed that construction will occur over an anticipated three-month (approximately 60 working days) duration.
3. On-site inspection services are based on one (1) full-time inspector, working 8 hours per day, 5 days per week throughout this anticipated duration.
4. If construction extends beyond this timeframe or requires additional coverage, PS&S proposes to invoice the Township on a T&M basis using the hourly rates provided in the fee proposal.
5. Construction Surveying Services is excluded from this proposal.



Project Schedule & Fee Proposal



Project Schedule & Fee Proposal

Project Schedule

PS&S anticipates the following project schedule based on the scope of work outlined above and the anticipated requirements based on relevant project experience:

Phase	Duration	Anticipated Timeline
PHASE 1 – TOPOGRAPHIC SURVEY	3 weeks	Month 0 – 1
PHASE 2 – PRELIMINARY DESIGN	8 weeks	Month 1 – 3
PHASE 3 – FINAL DESIGN & BID SUPPORT	12 weeks	Month 3 – 5
PHASE 4 – CONSTRUCTION ADMINISTRATION	3 months	Months 6 – 9

Fee Proposal

PS&S proposes to provide the consulting services described above for the following **lump sum fees**, broken out by **Design Phase Services and Construction Administration and Inspection Services**:

Design Phase Services	Fee
PHASE 1 – Topographic Survey	\$6,000
PHASE 2 & 3 – Preliminary & Final Design	\$71,000
SUBTOTAL – DESIGN PHASE SERVICES:	\$77,000

Add/ Alt - Design Phase Services	Fee
PHASE 2 & 3 – GI Stormwater Management Design & Geotechnical	\$27,200

Note: The add alternate fee includes Green Infrastructure stormwater management design and supporting geotechnical services as described in the Stormwater Management Design Strategy under Phase 3 – Final Design.

Construction Admin & Full-Time Inspection Services	Fee
PHASE 4a – Construction Admin with Full-Time Inspection Services	\$112,000

Note: Full-Time Inspection Services are based on one (1) inspector, working 8 hours per day, 5 days per week throughout the anticipated three-month construction period.

Add/Alt - Construction Admin & Part-Time Inspection Services	Fee
PHASE 4b – Construction Admin with Part-Time Inspection Services	\$68,000

Note: Part-Time Inspection Services are based on one (1) inspector, working 8 hours per day, 2 days per week throughout the anticipated three-month construction period.



3 Mountainview Road
Warren, NJ 07059

Proposal/Contract No:

Date:

SCHEDULE OF CHARGES & HOURLY RATES

CHARGES FOR SERVICES

When PS&S is to be paid on the basis of time expended and expenses incurred on the Project, compensation shall be determined using the hourly rates. These rates are effective September 1, 2025, but may be reasonably modified on an annual basis (by written notice to Owner) thereafter by PS&S, depending on market conditions. PS&S reserves the right to add or modify title names within each established billing rate category on an annual basis (by written notice to Owner).

If the Client requests PS&S to provide other Services in addition to those described in the attached Proposal and this Agreement, PS&S requires a written additional service authorization amending this Agreement, before PS&S will proceed with that work.

<u>Billable Hourly Rate</u>	<u>Title</u>
\$ 305	Executive VP, SVP, VP, Sr. Project Executive
\$ 280	Sr. Director, Director, Lead Surveyor
\$ 255	Sr. Lead (Architect, Engineer, Landscape Architect, Planner, Project Designer, GIS Analyst), Sr. Project (Manager, LSRP), Scientific Leader, Sr. (CAD/BIM Manager, Construction Field Specialist), Project Controls Manager
\$ 230	Project Manager, Lead (Architect, Engineer, Landscape Architect, Planner, Project Designer, Project Scientist), Lead Project GIS Analyst, Sr. (Project Surveyor, Operations Analyst, LSRP), Construction Field Specialist, CAD/BIM Manager, Survey Crew Coordinator
\$ 205	Sr. Project (Architect, Engineer, Landscape Architect, Planner) Lead (Designer, GIS Analyst, Scientist), Lead Project CAD/BIM Technician, Sr. (Archaeologist II, Architectural Historian II, Surveyor), Project LSRP
\$ 195	Sr. (Architect, Engineer, Landscape Architect, Planner, Archaeologist, Architectural Historian), Sr. Project (Designer, GIS Analyst, Scientist), Lead (Construction Inspector, Project Controls Analyst, CAD/BIM Technician), Operations Analyst, Project Surveyor, LSRP
\$ 185	Sr. (Construction Inspector, Crew Chief), Project Coordinator
\$ 182	Project (Architect, Engineer, Landscape Architect, Planner), Sr. (Designer, Scientist, GIS Analyst), Sr. Project CAD/BIM Technician, Archaeologist III, Interior Designer, Principal Investigator, Surveyor, Survey Technician
\$ 170	Architect, Engineer, Landscape Architect, Planner, GIS Analyst, Project (Archaeologist, Designer, Scientist), Sr. (CAD/BIM Technician, Project Controls Analyst)
\$ 160	Crew Chief, Archaeologist/Architectural Historian II, Survey CAD Technician, Project Construction Inspector
\$ 157	Technical (Designer, Scientist), Project CAD/BIM Technician, Archaeologist/Architectural Historian I
\$ 145	Designer, Scientist, CAD/BIM Technician, Field Technician, GIS Technician
\$ 130	Project Controls Analyst, Sr. Administrative Support
\$ 125	Instrument Operator, Construction Inspector
\$ 105	Administrative Support, Technical Support
When survey field crew time is billed on a crew basis, the following rates apply (portal to portal):	
\$ 310	2-person crew
\$ 410	3-person crew

<u>Billable Hourly Rate</u>	<u>Public Hearings</u>
------------------------------------	-------------------------------

\$ 375	Court Appearances, Public Hearings, Expert Testimony, Preparation for Testimony
--------	---



Project Team



Team Organization Chart



Project Manager

Daniel Maher, RLA, ISA Certified Arborist

Project Team

Site/Civil Engineering

Craig Hermann, PE, PP, CME
Adolf Montana, PE, LEED AP
Lori Kapferer, PE

Landscape Architecture

Daniel Maher, RLA, ISA
Certified Arborist
Patrick Alexander
Meghan Dunn

Survey Services

Brad Joshnick, PLS

Resumes for additional staff available upon request.



Adolf Montana, PE, LEED AP

Director

Site Civil Engineering & Landscape Architecture

Education

The City College of New York: B.E., Civil Engineering

Credentials

Professional Engineer:
New Jersey

LEED Accredited
Professional

Affiliations

American Society of Civil Engineers

Mr. Montana has over 25 years of experience related to multi-disciplinary infrastructure, residential, commercial and retail development projects. Mr. Montana is responsible for preparing engineering design and construction documents from initial inception through construction and is also responsible for acquiring regulatory agency approvals. He has extensive experience with due diligence, land grading, and drainage design and application and permit preparation. Mr. Montana is responsible for preparation of design calculations, plans and specifications as well as coordination with regulatory agencies. He has experience with AutoCad Civil 3D, Bentley Design Software, and other engineering programs as well as application and permit preparation.

Relevant Experience

Rutgers Academic Building and Honors College – New Brunswick, NJ: Project Engineer responsible for preparing site layout, soil erosion measures, and drainage design as well as supporting stormwater management calculations for a 500-unit dormitory and an Academic Building with public green space for student use. Additional responsibilities include coordination with local, county, and state regulatory agencies, filing for necessary permits, and review of construction submittals and RFIs.

Four Seasons at Great Notch – City of Clifton and Borough of West Paterson, NJ: This project involved complete site plan design of an 800-unit development, which is proposed to be constructed on an abandoned 73-acre rock quarry. Responsibilities included development layout, roadway design, utility layout and design, and stormwater management. Also responsible for earthwork analysis calculations, storm and sanitary design calculations, pump station design and stream encroachment study.

The Pinnacle – Fort Lee, NJ: Engineer of record for the construction of a high-rise building with 129 luxury residential units on River Road, Fort Lee New Jersey. Responsibilities included preparing site layout, soil erosion measures, grading and drainage design and supporting stormwater management calculations, expert testimony, coordination with local, county, and state regulatory agencies, filing for necessary permits, and review of construction submittals and RFIs.

Le Jardin Hotel and Casino – Atlantic City, NJ: This project involved site design for a 1,000,000+ sf hotel and casino. Responsibility included development layout, roadway design, grading, storm and sanitary sewer design and calculation, and construction details. Mr. Montana was also responsible for the preparation of roadway baseline data, horizontal and vertical alignments, roadway profiles, and earthwork analysis. Duties also included the preparation of construction plans.

Sojo Hotel & Spa Club – Edgewater NJ: Engineer of record for the construction of 100 room hotel and spa on River Road in Edgewater. Responsibilities included preparing site layout, soil erosion measures, grading and drainage design and supporting stormwater management calculations, expert testimony, coordination with local, county, and state regulatory agencies, filing for necessary permits, and review of construction submittals and RFIs.

Monmouth Park Racetrack – Oceanport, NJ: Prepared site plans and permit applications related to CAFO regulations for the backstretch portion of the Monmouth Park Racetrack. The focus of the project was to update the aging sanitary and storm sewer infrastructure to meet current CAFO regulations related to the backstretch operations.



Craig P. Hermann PE, PP, CME

Director

Site Civil Engineering & Landscape Architecture

Education

Rutgers University, College
of Engineering: B.S., Civil
Engineering/1996

Credentials

Professional Engineer:
New Jersey

Professional Planner:
New Jersey

Certified Municipal Engineer:
New Jersey

Mr. Hermann has 27 years of design and regulatory experience in a wide variety of civil engineering projects related to pre-construction permitting and coordination, municipal infrastructure design, site development, urban redevelopment, roadway design, and recreational field design. Design tasks include site permitting, concept planning, utility design and layout, stormwater management design, horizontal and vertical roadway design, lot geometry and grading. 12 years of his career were spent working as a consulting engineer for various municipalities in New Jersey, where extensive experience was gained in the design of municipal infrastructure improvements as well as the municipal approval procedure, by acting as Board Consulting Engineer for various Boards in New Jersey resulting in a clear understanding of how to move a project through the municipal review process and the review and approval process for utilities and other jurisdictional agencies to construction. In addition, Mr. Hermann, having designed multiple recreational fields, has extensive experience in the design and permitting of natural and synthetic turf fields.

Relevant Experience

New Building and Site Improvements at Independence Park – Newark NJ: Provided civil engineering and project management support for the project which included the redevelopment of portions of an existing park with a new community center with associated driveway, walkways and community recreational grove area and a synthetic turf recreational field. Services included the coordinating the site layout with the project architect and the design of grading and stormwater management improvements including green infrastructure BMPs to control stormwater runoff from the redeveloped portions of the park. PS&S was involved in the project from the conceptual stage for the community building through the design phase of the building, field and associated improvements, to performing construction administration services for the construction of the community building and associated improvements.

Rifle Camp Park Amphitheater Replacement Project – Passaic, NJ: Provided civil engineering support to the Landscape Architect for the preparation of construction plans for the replacement of an exiting amphitheater at the Passaic County Park. The scope of work included the grading design of the site to provide stadium type of seating, drainage design, and ADA parking stall and amphitheater access driveway design. The amphitheater was designed so as to be coordinated with the existing park pedestrian network and provides a space that will be utilized by the surrounding neighborhood for cultural events, performances, and community gatherings.

Gill St. Bernard's, Synthetic Turf Field – Peapack-Gladstone, NJ*: Prepared construction plans for the construction of a synthetic turf field for the school. The project included the removal of the existing natural turf field within a track and the installation of a synthetic turf field. The design included preparation of field layout plans, grading, a drainage plan that utilized existing stormwater management infrastructure including an existing above ground detention basin that required analysis and alterations in order to meet the NJDEP Stormwater and borough ordinance stormwater requirements. All permits to construct the field, including a soil erosion and sediment control plan certification were obtained. Coordinated with the contractor and agencies with jurisdiction and provided construction administration services from the start of construction to the final construction sign off.



Daniel Maher, RLA, ISA Certified Arborist

Senior Director, Landscape Architecture

Site Civil Engineering & Landscape Architecture

Education

SUNY College of
Environmental Science and
Forestry: BLA, Landscape
Architecture/2013

Credentials

Registered Landscape
Architect: New York

Licensed Landscape
Architect: New Jersey

ISA Certified Arborist:
New York

ISA Tree Risk Assessment
Qualified

OSHA 10-Hour Construction
Safety Certified

Transportation Worker
Identification Credential
(TWIC)

NYSDEC 4-Hour Erosion
and Sediment Control
(E&SC) Training Certificate

USDA Asian Longhorned
Beetle Compliance Training

Affiliations

American Society of
Landscape Architects
(ASLA)

International Society of
Arboriculture (ISA)

New York State Arborists
(NYSA)

Mr. Maher is a Registered Landscape Architect in New York and New Jersey and an ISA Certified Arborist. He has over 12 years of experience in site design and project development of residential, commercial, and urban design projects. His experience leading, supporting, and coordinating with colleagues has resulted in the successful development of projects from conceptual design through construction. Daniel has extensive experience in the field of arboriculture and has led projects on various scales ranging from individual tree risk assessments to large-scale infrastructure projects spanning miles and comprising over 5,000 trees. Daniel's experience in site inspection before, during, and at completion of projects, has developed a focus to technical details and solving complex design issues during construction, which have reduced change orders and schedule delays.

Relevant Experience

Francis Lewis Park, Reconstruction of the Queens Approach to the Bronx-Whitestone Bridge - Queens, NY: Landscape Designer/ Arborist. Our firm provided Landscape Architectural and Arborist services for the reconstruction of the Queens approach to the Bronx-Whitestone Bridge. We designed landscape restoration for the approach right-of-way as well as the Francis Lewis Park playground and athletic courts which were impacted by the approach ramp reconstruction. Daniel developed construction documents including site plans, details, specifications, and cost estimate for the reconstruction of the handball and basketball courts. Daniel also performed construction inspections throughout the duration of the project and reviewed contractor submittals during planting and athletic court reconstruction.

Edison Housing Authority Tennis and Basketball Court Improvements – Edison, NJ: PS&S provided its Landscape Architecture services to Edison Housing Authority for the design of new tennis and basketball courts located adjacent to the Authority's administrative offices. Daniel led the Landscape Architecture team in the development of construction bid documents for new tennis and basketball courts, associated site furnishings, and upgraded existing court lighting. Our team supported EHA with the bid support, construction administration and grant funding compliance. The project was completed in July 2024.

Riverwalk Losee Park, Tarrytown, NY: Landscape Architect. The RiverWalk Extension at Losee Park is a pivotal addition to a larger network of interconnected public pathways along the Hudson River in Westchester County, NY. The design integrates innovative stormwater management solutions and living shoreline elements, featuring a vibrant mix of native rain gardens and live stake plantings. Key elements include the restoration of eroded riverside soil, an eight-foot-wide pathway, plaza overlooks, waterfront railings, lighting, site amenities, and pavements that seamlessly extend the aesthetic of the RiverWalk corridor. Daniel contributed to the project from conceptual design through the final construction documents and provided ongoing construction support, including oversight of SWPPP inspections.



Patrick Alexander

Senior Designer

Site Civil Engineering & Landscape Architecture

Education

SUNY College
of Environmental
Science & Forestry:
Bachelor of Landscape
Architecture/2018

Affiliations

American Society of
Landscape Architects

Sigma Lambda Alpha
Landscape Architecture
Honor Society

Mr. Alexander joined PS&S in August 2018 as a landscape architecture designer with the company's Site Civil Engineering department. Mr. Alexander's responsibilities include conceptual design, project research, technical drafting of landscape and lighting construction documents, 3D rendering and visualization, takeoffs and cost estimates, design detailing, and project presentation design. A selection of landscape design interventions with which he has professional experience covers both residential planting and commercial site landscape/hardscape design. Prior educational experience includes green belt planning, cultural landscape analysis, and designing for urban floodway sites.

Relevant Experience

County of Essex, Independence Park – Newark, NJ: Provided landscape architectural design support for the addition of new soccer and softball fields to an existing Olmsted Brother's Park in Newark's Ironbound district.

New Building and Site Improvements at Independence Park – Newark, NJ: The Independence Park Improvements consists of the development of a new community building and re-establishing the community grove area, all located within the existing Independence Park. The site improvements provide vehicular and pedestrian directly from Adams Street as well as pedestrian access to the east by connecting the proposed sidewalks to the existing.

Passaic County, Rifle Camp Park Amphitheater Improvements – Woodland Park, NJ: Re-design of an existing amphitheater within a 225-acre Passaic County Park. Coordinated the specification of the canopy structure and stage design and provided landscape and lighting plans for the areas of improvement.

Trenton Battle Monument – Trenton, NJ: PS&S landscape architects, cultural resources staff and survey team recently supported R. A Sebring Architects in designing and gaining approvals for a program of plantings and other improvements to help revitalize this aging monument in downtown Trenton. The monument is listed on the National Register of Historic Places and is located atop an 18th century archaeological site, so our team needed to carefully consider effects on both above and below-ground historic resources. Our landscape architects approached the project using a light touch and focused on plantings that would require only shallow installation. By minimizing potential impacts to the monument, the archaeological site and surrounding historic districts, the team was able to design around all of the issues. In December our team won unconditional approval from the New Jersey Historic Preservation Office for this project.

Village of Westbury, Westbury Downtown Revitalization – Westbury, NY: Streetscape improvement landscape and lighting design for two main roadways through downtown Westbury. Hardscape improvements including new cast iron tree pits and planter boxes were proposed to beautify the Village's business district.



Lori S. Kapferer, PE

Senior Project Engineer

Site Civil Engineering & Landscape Architecture

Education

Lehigh University: B.S., Civil Engineering/1998

Credentials

Professional Engineer: New Jersey and Pennsylvania

Ms. Kapferer has nearly 20 years of regulatory, design, and management experience from her work on a variety of civil engineering projects including hydrologic and hydraulic modeling, floodplain regulations compliance, stormwater design, environmental permitting, municipal consulting, and construction management for public agencies. She served for more than 10 years as a consulting engineer for several municipalities in Pennsylvania, where she performed land use plan reviews and worked with municipal clients to find solutions to floodplain and stormwater issues and comply with permit requirements. She has performed the following design tasks: stormwater management, erosion and sedimentation control, utility design and layout, culvert sizing, ADA ramps, parks layout and site grading. More recently, she performed construction inspection and administration on a 4-lane highway bridge replacement project over a railroad in northern New Jersey, ensuring that the construction adhered to contract documents and met state and federal funding requirements and she completed the hydrologic and hydraulic analysis in support of the preliminary engineering phase on a 13-mile highway widening project in southern New Jersey.

Relevant Experience

Camden County Municipal Utilities Authority, Liney Ditch Park Green Infrastructure Improvements – Explored options for managing stormwater runoff from impervious surfaces at Liney Ditch Park and CCMUA Administration Building through the implementation of green infrastructure solutions. This project seeks to enhance the resilience of the existing stormwater system and is currently in the design phase.

Municipal Consulting – Performed consulting engineering for several municipalities in Lancaster and Chester Counties in Pennsylvania. Responsibilities included serving as municipal engineer at planning commission meetings, providing land development plan reviews to ensure conformance with local ordinances, and designing as park layouts, drainage improvements and culvert replacements. Drafted stormwater ordinance updates. Assisted municipal clients in adhering to permit requirements. Performed and evaluated floodplain and stormwater calculations in response to flooding issues. Conducted dam inspections in accordance with Pennsylvania Department of Environmental Protection Dam Safety requirements.

New York State Office of General Services, Jones Beach East Bathhouse Renovations. Served as a subconsultant to WXY. Completed grading, drainage, and utility design for pool deck and parking areas for historic bathhouse. Required significant coordination with clients and other design disciplines. Drafted the Stormwater Pollution Prevention Plan that was approved by NYDEC. Performed Construction Administration tasks including RFI responses and submittal reviews as well as construction phase design services.

Green Stormwater Infrastructure Program – Camden County Municipal Utilities Authority-Recommended green infrastructure practices within the street right-of-way in the City of Camden, NJ. Supported the Camden County Municipal Utilities Authority in NPDES Long Term Control Plan implementation to reduce Combined Sewer Overflows. Green infrastructure installations include curb extensions, tree trenches, rain gardens, and subsurface infiltration. Project is currently in the conceptual design phase.



Brad Joshnick, PLS

Vice President

Survey Services

Education

New Jersey Institute of
Technology: A.S., Survey
Technology/1995

Credentials

Professional Land Surveyor:
New Jersey

As a Director of Surveying, Mr. Joshnick is responsible for execution and supervision of surveying projects including boundary surveys for residential and commercial development, ALTA/ACSM Surveys, right-of-way acquisition, GIS applications, control for aerial photography, topographic and wetlands survey. He has substantial experience in subdivision design and layout, deed research, and map filing laws. Mr. Joshnick interfaces with other departments within PS&S and coordinates work of field crews and clients.

Relevant Experience

Lincoln Park West – Jersey City, NJ: Prepared Topographic and Boundary Survey Map, including establishing Pierhead and Bulkhead line, Riparian Grant lines along the Hackensack River as well as re-established Route 1 & 9 right-of-way utilizing available maps from the State of New Jersey Department of Transportation.

Newport Park – Jersey City, NJ: Boundary and topographic survey of a 3-acre park connecting Washington Boulevard with the Hudson River. Responsible for all traverses and locations.

Pier C Park - Hoboken, NJ: Prepared the boundary and topographic survey in support of the design and environmental permitting.

Port Imperial – Weehawken, NJ: Responsible for preparation of subdivision plan for the Township of Weehawken sports park including preparation of plans in support of Waterfront Walkway Development permitting.

Giralda Farm Green Acres Boundary Survey – Responsible for all GPS, field traverse, and control networks for a boundary survey of 135 acres located in Chatham Township, Morris County, NJ.

Hudson County Golf Course – Jersey City, NJ: Prepare the boundary and topographic and bathymetric survey for the proposed golf course. Provide the survey support during permitting and construction phases.

Newport Park – Jersey City, NJ: Boundary and topographic survey of a 3-acre park connecting Washington Boulevard with the Hudson River. Responsible for all traverses and locations.

Saw Mill River Daylighting – Yonkers, NY: Supervised all survey field work related to Boundary topographic and utility base mapping, bathymetric survey of the confluence area to the Hudson River.

Harrah's Casino/Hotel – Atlantic City, NJ: Provided boundary and topographic survey for major expansion project, including additional casino floor space and a 415-room Hotel parTower. Provided stakeout of borings and test pits to assist geotechnical efforts. Set and monitored points along adjacent building to check for movement during construction.



October 9, 2025

Via Electronic Mail (zcarballo@westorange.org)

Township of West Orange
Department Engineering
25 Lakeside Avenue
West Orange, New Jersey 07052

Attn.: Zayibeth Carballo, Municipal Engineer
Director of Engineering

Re.: Township of West Orange, County of Essex, State of New Jersey
Professional Land Surveying & Engineering Services
Request for Proposals – O'Connor Memorial Park Reconstruction Project
Ellison Avenue (Block 172, Lot 29.02)
Surveying, Engineering, Permitting, and Construction Support Services
Our File No.: Proposal SCE-P14706.011

Dear Ms. Carballo:

SUBURBAN CONSULTING ENGINEERS, INC. (SCE) is pleased to provide the following proposal to the Township of West Orange (Township) for Surveying, Engineering, Permitting, Construction Administration, and Optional Construction Observation Services in response to the Request for Proposals (RFP) associated with the O'Connor Memorial Park Reconstruction Project, located in the Township of West Orange, County of Essex, State of New Jersey. All services for this project will be performed under the direct supervision of a State of New Jersey licensed Professional Engineer (PE) or Professional Land Surveyor (PLS) for each respective discipline.

Project Understanding

SCE understands the Township is seeking proposals for the necessary improvement plans, specifications, and bid documents for improvements at O'Connor Memorial Park. The Township intends to improve the park by utilizing U.S. Department of Housing and Urban Development (HUD) grant funds for the design, permitting, bidding, and construction of the project. Based on the Proposed Improvements Exhibit provided with the RFP, it is understood that the improvements to O'Connor Memorial Park will include the following:

- Reconstruct the existing hockey rink with new foundation and perimeter dasher boards.
- Reconstruct the handball and basketball courts using post tension concrete pads. One (1) handball court will be replaced with a new pickleball court.
- Provide a new 5-row bleacher on a concrete pad for the hockey rink to replace the existing bleacher in kind.
- Retrofit the existing sport lights with new LED fixtures at the handball courts.

- Reconstruct the existing hot mixed asphalt (HMA) walkway connecting the handball and basketball courts and the hockey rink.
- Relocate the existing scoreboard for the hockey rink.

It is understood that there are no anticipated improvements scheduled for the existing tennis courts, baseball, softball and soccer fields, and the existing parking lot.

Scope of Services

1. Land Surveying Services

SCE will provide a Topographic Survey including additional topography at least 10-feet from the northerly and westerly side of the hockey rink, handball, and basketball courts.

SCE's in-house survey crew personnel will be mobilized to the site and will utilize state-of-the-art survey equipment including, but not limited to GPS and robotic stations to conduct site survey of the property in question. Field Survey will include the measurement and field locating of site improvements found on site. SCE will perform all work within New Jersey State Plane Coordinate System (NAD-83(2011) / NAVD-88).

SCE will coordinate with the Township for utility mark-outs and available reference documentation. On-site and off-site utilities will be investigated as readily accessible based on the project site conditions. It is the responsibility of the Township, prior to SCE mobilizing, to ensure all relevant utility structures can be opened and are clear of any debris to obtain necessary measurements within the structures. SCE will make a reasonable attempt to access each structure, within the project limits, during the field survey and if any issues are encountered, they will be noted accordingly on the survey.



Proposed Survey Limits



SCE will download all collected data and place in AutoCAD for preparation of mapping. The Topographic Survey will be prepared and drafted at an appropriate scale showing all collected field data, including any/all improvements within the project area. Topography will be depicted at 1-foot contour intervals with appropriate spot grade elevations. SCE will depict the location of underground utilities within the project area based on existing markout as well as the visible surface structures and review of previously available mapping provided to SCE. Available utility information will be identified and noted at both surface and subsurface level. SCE will utilize AutoCAD Civil 3D design software to map and model the existing conditions of the site.

The Topographic Survey will be prepared in accordance with N.J.A.C. 13:40-5.1 "Land Surveyors; Preparation of Land Surveys" and prepared at an appropriate scale to depict the site improvements.

SCE will submit an electronic AutoCAD Civil 3D file and one (1) hard copy of the existing plans conditions/survey to the Township.

It should be noted that Boundary Survey services are not included as part of this project.

2. Civil Engineering Services

Concept Plan Development & Renderings

Upon completion of the Topographic Survey, SCE will coordinate and attend a project kick-off meeting with the Township to review the project scope, schedule, and budget. SCE also anticipates receiving copies of all available documentation related to the site including previous plans, specifications, permits, and other documents.

SCE will develop a maximum of three (3) color renderings for the overall proposed improvements to the park based on the discussions held during the project kick-off meeting. SCE will review the renderings developed with the Township and, upon approval, begin design.

Park Design

Design of the park facilities improvements will include the hockey rink, handball and basketball courts, perimeter fencing, retrofitting of existing Musco lights, HMA walkway, and relocation of scoreboard based on the approved concept plan.

Stormwater management and site drainage improvements will be designed in accordance with the current New Jersey Department of Environmental Protection (NJDEP) Stormwater Management Regulations and the Township stormwater management ordinance. However, since the project improvements include reconstruction of existing features and no increase in impervious surface, it appears that no additional stormwater management design is required at this time. ***It should be noted, however, that there are proposed NJDEP stormwater management rule revisions anticipated for some time in 2026 which may impact this design. If the rules***



are updated prior to completion of the design, SCE will provide a contract amendment to the Township for the additional design effort required to address the new rules.

SCE anticipates that the construction plan set will include the following drawings:

- Cover Sheet with Key Map and List of Drawings;
- Existing Conditions and Demolition Plan Sheet;
- Construction Plan Sheet;
- Grading and Drainage Plan Sheet;
- Soil Erosion and Sediment Control Plan, Notes, and Details Sheets; and
- Construction Details Plan Sheets.

SCE will prepare technical specifications based on the current New Jersey Department of Transportation (NJDOT) Standard Specifications for Road and Bridge Construction including all baseline document changes. These technical specifications will be amendments and supplements to the standard NJDOT specification. SCE anticipates that the Township will provide their standard administrative (front end) specifications to be combined with the technical specifications to create the overall specification booklet. If the Township is not able to provide a set of administrative specifications, SCE will prepare a set of these specifications for review and approval by the Township.

SCE will provide an itemized Engineer's Estimate of the Probable Construction Cost at each phase of the project based on the design plans. Unit costs will be derived from recent public bids for similar projects of the same size. A final estimate will be provided with the final bid documents.

In addition to the project kick-off meeting noted above, SCE will be available for two (2) progress meetings with Township Officials during Preliminary Design and Final Design. SCE will attend one (1) additional meeting for a public presentation before the Township Council prior to the completion of the final design.

Any additional meetings requested will be invoiced at the rates provided in the Fee Structure or based on a contract amendment to be provided to the Township upon request.

Soil Erosion and Sediment Control Certification

Since the project will disturb greater than 5,000 square feet of exposed soil, a Soil Erosion and Sediment Control Certification will be required from the Hudson-Essex-Passaic Soil Conservation District. SCE will prepare the application and required attachment for this permit and submit it on behalf of the Township.

In addition, since the project will create an area of disturbance greater than one (1) acre, an NJDEP 5G3 Permit for Stormwater Discharge During Construction will be required. Upon receipt of the SCS certification, SCE will apply for the 5G3 permit on behalf of the Township. This application is on-line, and the fee will be invoiced directly to the Township by the NJDEP.



It is understood that permit application fees are the responsibility of the Township and have not been included in our fee. If it is determined that the scope of the project needs to be changed resulting in a need for additional permitting services, SCE will provide a contract amendment to the Township identifying the additional permits required.

U.S. Department of Housing & Urban Development Coordination

Since the project is being funded by HUD, SCE will coordinate with HUD on behalf of the Township for review and approval of the construction documents prior to bidding. SCE anticipates that the Township will provide copies of the grant paperwork to SCE to review and include any necessary information in the project specifications.

Bid Phase Services

Based on the RFP, SCE anticipates that public advertising and public bidding of the project will be administered by the Township.

SCE will provide twenty (20) copies of the construction plans and construction specifications to the Township for use in advertising and bidding the project. Bid documents will also be provided in AutoCAD format and as PDF files.

3. Construction Administration Services

Based on the scope of the improvements noted above, SCE anticipates a construction duration of approximately ninety (90) days. If authorized by the Township, SCE is prepared to provide the services outlined below based on full-time observation per the RFP:

- Coordinate and attend a pre-construction kickoff meeting with the Township, the selected Contractor, and any other required attendees. As part of this task, SCE will prepare a meeting agenda, chair the meeting, prepare minutes of the meeting, and distribute the minutes to all attendees within three (3) days of the meeting.
- Periodic construction progress meetings during the course of construction. For the purposes of this proposal, SCE anticipates a total of six (6) progress meetings. SCE will prepare and distribute minutes to each meeting.
- Review shop drawings and submittals.
- Review and respond to requests for information (RFI's) from the Contractor.
- Advise Township on project progress through regular communication and inspection reports.
- Review all Contractor payment requests and make recommendations to the Township for payment.
- Upon completion of the construction, perform a final punch list inspection and provide a punch-list of items to be corrected. Once the Contractor has addressed the punch list, SCE will perform a final inspection.



- Complete a final closeout of project including review of Contractor closeout documents.
- Make recommendations to Township for acceptance of the work and certification of completion.

Expenses

Anticipated expenses in the amount of \$1,400 for this project are included in the fees outlined below.

4. CONSTRUCTION OBSERVATION (OPTIONAL)

If requested by the Township, SCE will provide full time on-site construction observation for the duration of the construction activities. The Observer will complete daily observation reports noting activity occurring that day including photographs. Observation reports will be forwarded to the Township on a weekly basis. For the purposes of this proposal, ***SCE has included 640 hours of observation based on an estimated construction duration of 120 calendar days.***

Please note that SCE does not feel that full-time observation of the construction project is warranted for this type of project. SCE typically provides targeted part-time observation focused on all critical phases of the work including stormwater management, underground construction, and other critical items. Based on this, SCE has provided a separate optional cost for part-time observation based on the estimated construction duration of 120 calendar days, and an average of 16 hours per week.

Fee Proposal

SCE proposes to provide the above referenced scope of services for the following fees. Invoicing for this project will summarize services provided in accordance with the Phase Level fee limits indicated below.

1. Land Surveying Services	Lump Sum Fee	\$ 4,125
2. <u>Civil Engineering Services</u>	Lump Sum Fee	\$ 43,200
	SUB-TOTAL FEE	\$ 47,325
3. Construction Administration Services	Lump Sum Fee	\$ 19,600
OPTIONAL SERVICES:		
4. Full-Time Construction Observation Services	Estimated Fee	\$ 85,200
5. Part-Time Construction Observation Services	Estimated Fee	\$ 33,200



Project Schedule

SCE understands it is the intent of the Township to advertise for bids by Summer/Fall 2026 with construction in Fall 2026. SCE will commence services within two (2) weeks of receipt of the fully executed proposal or agreement. It is assumed that all project phases and tasks as described above will be performed consecutively, with no significant project schedule delays. The project schedule is dependent upon timely Township responses and if applicable, weather conditions for fieldwork and governing agency review periods. A significant project schedule delay may result in an adjustment to our fees or issuance of a new proposal for the remaining scope of work to be completed. SCE will communicate with the Township regularly regarding the project schedule.

Services Not Included Unless Authorized

It should be noted that our fee is based on the specific scope of services as explained above. Additional services and items may be determined to be required during the course of the project that have not been included in our fee proposal. If additional services are required, SCE will provide a contract amendment outlining those services and additional fees and submit it to the Township for approval. Services and items which have not been included or made part of this proposal include but are not limited to the following:

- Additional Surveying services that are not specifically noted above.
- Design services not specifically noted in the scope of services above.
- Environmental investigation and NJDEP permits.
- Permit application fees.
- Freshwater wetland investigations or permits.
- Additional meetings not specifically noted in the scope of services above.
- Review agency required revisions.
- Any services not specifically noted in the scope of services above.

Fee Structure

SCE will utilize the following fee structure for the scope of services as outlined above:

- Principal/Project Officer \$195/hour
- Senior Project Manager \$190/hour
- Project Manager \$185/hour
- Senior Project Licensed Professional \$175/hour
- Project Licensed Professional \$165/hour
- Licensed Professional \$155/hour
- Senior Project Coordinator \$175/hour
- Project Coordinator \$165/hour
- Senior Designer/Senior Survey Analyst \$140/hour
- Designer/Survey Analyst \$130/hour
- Senior Environmental Scientist \$135/hour
- Environmental Scientist \$130/hour



- Senior Project GIS Analyst \$150/hour
- Project GIS Analyst \$140/hour
- GIS Analyst \$135/hour
- Senior GIS Technician \$125/hour
- GIS Technician \$115/hour
- Senior GIS Project Coordinator \$140/hour
- GIS Project Coordinator \$135/hour
- Senior Observer \$135/hour
- Observer \$125/hour
- Senior Technician \$120/hour
- Technician \$110/hour
- Project Administrator \$125/hour
- Administrative Support \$75/hour
- Equipment Unit Cost
 - Unmanned Aerial Systems / Remotely Operated Vehicle \$150/hour
 - Robotic/LiDAR \$50/hour
 - GPS \$25/hour
 - Environmental Injection Pump & Equipment \$150/day
- Reimbursable expenses may include but are not limited to printing / reproduction, mileage, parking and tolls, overnight postage, messenger fees, certified mailings, certified property owners list, uniformed traffic protection, permit applications, and associated filing or recording fees.
- Any third party incurred reimbursable expenses and/or subconsultant fees will be invoiced at SCE's cost plus 15%.
- Mileage will be billed in accordance with Federal prevailing rate.

Standard Contract Terms & Conditions

In accordance with the above information, Client agrees to the following:

Standard of Care

SCE shall perform all services in accordance with the degree of skill and care ordinarily used by competent practitioners of the same professional discipline when performing similar services under similar circumstances, taking into consideration applicable state requirements and project site conditions.

Termination of Contract

Client may terminate this Agreement with seven days prior written notice to SCE for convenience or cause. SCE may terminate this Agreement for cause with seven days prior written notice to Client. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until SCE has been paid in full all amounts due for services, expenses, and other related charges.

Hazardous Environmental Conditions

It is acknowledged by both parties that SCE's Scope of Services does not include any services related to the remediation at the site of asbestos, PCBs, petroleum, hazardous waste, or radioactive materials. Client acknowledges that SCE is performing professional



services for Client and SCE is not and shall not be required to become an "arranger", "operator", "generator", or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA).

Ownership of Documents

All documents prepared or furnished by SCE pursuant to this Agreement are instruments of SCE's professional service, and SCE shall retain an ownership and property interest therein. SCE grants Client a license to use instruments of SCE's professional service for the purpose of constructing, occupying, and maintaining the Project. Reuse or modification of any such documents by Client, without SCE's written permission, shall be at Client's sole risk, and Client agrees to indemnify and hold SCE harmless from all claims, damages, and expenses, including attorneys' fees, arising out of such reuse by Client or by others acting through Client.

Indemnification

To the fullest extent permitted by law, Client and SCE each agree to indemnify the other party and the other party's officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error or omission of the indemnifying party, or any of the indemnifying party's officers, directors, members, partners, agents, employees, or sub-consultants in the performance of services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Client and SCE, they shall be borne by each party in proportion to its negligence.

Force Majeure

Neither party shall be deemed in default of this agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

Dispute Resolution

Client and SCE agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to the agreement to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of this agreement.

Use of Electronic Media

Documents that may be relied upon by Client are limited to those that are signed or sealed by SCE. Unsigned files in electronic media format or text, data, graphic, or other types that are furnished by SCE to Client are only for convenience of Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, SCE makes no representations as to long-term compatibility, usability, or readability of documents.



resulting from the use of software application packages, operating systems, or computer hardware differing from those in use by SCE at the beginning of this assignment.

Estimated Fee(s)

Any estimated fee(s) provided above, is/are based on several assumptions for the scope of services provided in this proposal relative to project unknowns. If it is determined that there is a significant change of conditions that was not anticipated, SCE will notify the Client prior to exceeding the contract amount to address the changes associated with the project and to establish an acceptable course of action needed to complete the scope of services.

Bid Phase Services

If this Agreement provides for any bid phase services by SCE, it is understood that any bid phase services described herein are associated with one (1) contract and one (1) bid period. Should the Client direct the project to be bid and constructed under multiple contracts or should the bid process fail to result in a successful contract award requiring the need to rebid the project, SCE's services associated with multiple contracts or re-bidding any contract (original or revised) will be offered under a contract amendment to SCE's scope of services. Additionally, it is assumed that Bid Phase Services will commence upon conclusion of final design/contract document preparation, with no significant project delays. Significant project delays may result in a fee adjustment to our services.

Construction Phase Services

If this Agreement provides any construction phase services by SCE, it is understood that the Contractor, not SCE, is responsible for the construction and schedule adherence of the project, and that SCE is not responsible for the acts or omissions of any Contractor, subcontractor, or material supplier; for safety precautions, programs, or enforcement; or for construction means, methods, techniques, sequences, and procedures employed by the Contractor. It is the Owner's responsibility to advise their Contractor of these terms. Additionally, it is assumed that Construction Phase Services will commence upon conclusion of the Bid Phase services, with no significant project delays. Significant project delays may result in a fee adjustment to our services.

Opinions of Cost

When included in SCE's Scope of Services, opinions or estimates of probable construction cost are prepared on the basis of SCE's experience and qualifications and represent SCE's judgment as a professional generally familiar with the industry. However, since SCE has no control over the cost of labor, materials, equipment, or services furnished by others, over Contractor's methods of determining prices, or over competitive bidding or market conditions, SCE cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from SCE's opinions or estimates of probable construction cost.

Professional Responsibility

SCE represents that the services shall be performed, within the limits prescribed by Client, in a manner consistent with the level of care and skill ordinarily exercised by other professional consultants under similar circumstances. No other representation to Client,



expressed or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise. For any damage caused by professional negligence including errors, omissions, or other professional acts, including unintentional breach of contract by SCE, its employees, agents, or subcontractors, SCE's liability and that of its employees, agents, and subcontractors is limited to SCE's total compensation paid under the contract. In no event shall either Client or SCE be liable for consequential damages, including, without limitation, loss of use or loss of profits, incurred by one another or their subsidiaries or successors, regardless of whether such damages are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.

Right of Entry

Client grants to SCE, and, if a project site is not owned by Client, warrants that permission has been granted for a right of entry from time to time by SCE, its employees, agents, and subcontractors upon the project site for the purpose of providing the Services. Client recognizes that the use of investigative equipment and practices may unavoidably alter existing site conditions and affect the environment in the area being studied.

Statute of Limitations

The parties agree that any action relating to an alleged breach of the Agreement shall be commenced within one (1) year of the date of the breach, without regard to the date the breach is discovered. Any action not brought within that one-year time period shall be barred, without regard to any other limitations period set forth by law or statute.

Employee Recruitment Prohibition

For the term of this Agreement and for a period of six (6) months thereafter, Client shall not endeavor to solicit or induce any SCE employee(s) to leave their employment. It is noted that the SCE's workforce is comprised of experienced, skilled, trained, and educated professionals and technicians and the loss of such resources creates a significant burden on the business operation.

Billing Schedule

Invoices will be provided monthly based on the Fee Proposal referenced above. Payment is due within fifteen (15) days from receipt of invoice. A 1-1/2 percent per month late charge will be applied for all past due invoices. Amounts not paid when due may be referred for collection and mechanic's lien rights may be exercised, with all costs, including reasonable attorney fees, charged to Client. Both parties understand that work will be stopped if account is not current; deliverables will not be furnished if account is past due.

For approved Estimated Fees, time spent will be invoiced on an hourly basis up to the contract amount and will reflect employee time charges including comments for services performed. In the event we anticipate exceeding the approved fees, we will contact the



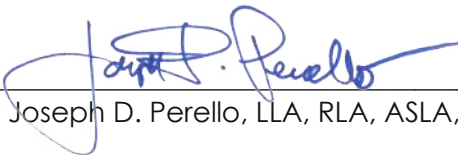
Client for authorization to proceed. If the Client elects not to proceed, we will invoice for services completed to date.

For approved Lump Sum Fees, invoices will reflect a percent complete and will not include employee time or expense details. Each invoice will be prepared to reflect work completed to date on the project.

If this proposal meets with your approval, please sign below and return one (1) copy to my office. Alternatively, if a purchase order is to be issued, please reference the SCE proposal number (SCE-P14706.011) and date in order to properly document authorization. We shall consider an appropriately executed copy of this letter or purchase order as our formal contract and authorization to proceed. Please note that the fees stated in this proposal are valid for thirty (30) days from the date of this correspondence. If you have any questions regarding this proposal, please do not hesitate to contact me.

Very truly yours,

SUBURBAN CONSULTING ENGINEERS, INC.

By: 
Joseph D. Perello, LLA, RLA, ASLA, PP, Vice President

Accepted this _____ Day of _____ 20____

By: _____

_____ (Printed Name & Title)

Enclosures

Evidence of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/21/2025

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 Dale Group PO Box 6 Florham Park NJ 07932	CONTACT NAME: Tina Taran PHONE (A/C, No, Ext): 973-377-7000 E-MAIL ADDRESS: tinat@dalegroup.com	FAX (A/C, No): 973-377-4614
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Continental Casualty Company		20443
INSURER B : Valley Forge Insurance Company		20508
INSURER C : The Continental Insurance Company Of New Jersey		42625
INSURER D : National Fire Insurance Company of Hartford		20478
INSURER E :		
INSURER F :		

COVERAGES**CERTIFICATE NUMBER:** 1868163372**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 ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	Y	Y	7018338493	2/24/2025	2/24/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
D	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	Y	7018333701	2/24/2025	2/24/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	Y	Y	7018333729	2/24/2025	2/24/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	7018333715	2/24/2025	2/24/2026	☒ 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
C	Professional Liab			AEH004316497	2/24/2025	2/24/2026	Claim/Occurrence \$5,000,000
C	Pollution Liability			AEH004316497	2/24/2025	2/24/2026	Aggregate \$5,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

Evidence of Insurance

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

© 1988-2015 ACORD CORPORATION. All rights reserved.