

1. Conference Meeting Agenda

Documents:

[CA 3.27.18.PDF](#)

2. Public Meeting Agenda

Documents:

[PM3.27.18.PDF](#)

3. Resolution(S)

3.I. 92-18

Documents:

[92-18 DUPLICATE PAYMENT OF TAXES 3.27.18.PDF](#)

3.II. Public Meeting Agenda

Documents:

[PM3.27.18.PDF](#)

3.III. 93-18

Documents:

[93-18 W.O. RESOLUTION EEOC COMPLIANCE.PDF](#)

3.IV. 94-18

Documents:

[94-18 RAFFLE LICENSES 3.27.18.PDF](#)

3.V. 95-18

Documents:

[95-18 AUTHORIZING COMPETITIVE CONTRACT FOR POOL CONSESSION
STAND.PDF](#)

3.VI. 96-18 PULLED FROM AGENDA

Documents:

[96-18 PROFESSIONAL SERVICES CONTRACT-THREE EMERGENCY
ELECTRICAL GENERATORS.PDF](#)
[96-18 ATTACHMENT.PDF](#)

3.VII. 97-18

Documents:

[97-18 DISTRACTED DRIVING 2018 SAMPLE PROCLAMATION.PDF](#)

4. Ordinance(S) On Second And Final Reading

4.I. 2538-18

Documents:

[2538-18 PARKING PROHIBITED AT ALL TIME ON CERTAIN STREETS -
BROOK END DRIVE.PDF](#)
[2538-18 EXHIBIT A.PDF](#)

CONFERENCE MEETING AGENDA
Council Chambers – 66 Main Street, West Orange, NJ

Tuesday, March 27, 2018

This is to inform the general public that this meeting is being held in compliance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975. The annual notice was emailed to the Star Ledger and filed in the Township Clerk's office on October 25, 2017 and published in the West Orange Chronicle on November 2, 2017.

Roll Call – Councilwoman Casalino, Councilman Cirilo, Councilman Guarino, Councilman Krakoviak, Council President McCartney (Mayor Parisi)

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6:30 P.M

- **West Orange Arts Council - Amelia Panico and Carol Black Lemon - Liberty Middle School Students -Aaliyah K-Nature's Pout, LLC and Angelyn Cancel-Rockwear Jewelry**
- **Senior Citizen Survey – Montclair State University/Theresa DeNova**
- **Update – Redevelopment**
- **Council Liaison Announcements**

7:00 P.M.

- **Public Meeting**

8PUBLIC MEETING AGENDA-REVISED

**Township of West Orange
66 Main Street – 7:00 p.m.
*March 27, 2018***

This is to inform the general public that this meeting is being held in compliance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975. The annual notice was emailed to the Star Ledger and filed in the Township Clerk's office on October 25, 2017 and published in the West Orange Chronicle on November 2, 2017.

Statement of Decorum

**In all matters not provided for in subsection 3-15.1 and except upon consent of the Council President, each person addressing the Council pursuant to this subsection shall be required to limit his or her remarks to five (5) minutes and shall at no time engage in any personally offensive or abusive remarks. The chair shall call any speaker to order who violates any provision of this rule.
(1972 Code § 3-15.2)**

Roll Call – Councilwoman Casalino, Councilman Cirilo, Councilman Guarino, Councilman Krakoviak, Council President McCartney (Mayor Parisi)

1. Pledge of Allegiance

2. Public Comment

3. *Consent Agenda

4. *Approval of Minutes of Previous Meeting – Public Meeting March 13, 2018

5. *Report of Township Officers – None

6. *Reading of Petitions and Communications and Bids - None

6. *Bills

7. *Resolutions

- a. 92-18 Resolution Authorizing the Collector of Taxes to Refund Payment to the Listed Taxpayer(s) Due to an Overpayment of Taxes Due to a Duplicate Payment (Gagliardo)
- b. 93-18 Resolution of Governing Body Certifying Compliance with N.J.S.A. 40a:4-5, as Amended by P.L. 2017, C. 183 with the United States Equal Employment Opportunity Commission (Legal-Kayser)
- c. 94-18 Resolution Authorizing the Issuance of Raffle Licenses (Clerk)
- d. 95-18 Resolution Authorizing a Competitive Contracting Process for the Food and Beverage Concession Stand at Ginny Duenkel Municipal Pool (DeSantis)
- e. **PULLED** 96-18 Resolution Awarding a Contract to the Firm Mott MacDonald, 111 Wood Avenue South, Iselin, New Jersey 08830-4112 to Provide Professional Services for Plans, Specifications and Bid Documents and Contract and Grant Management and Administration for Three Electric Generators Funded by a Grant from the New Jersey Office of Emergency Management in Accordance with their Proposal dated March 6, 2018 for a Fee NTE \$97,600 or \$60,000 for Design Services and \$37,600 for Contract and Grant Management Services (Lepore)

- f. 97-18 Resolution Supporting the 2018 UDrive. UText. UPay. Distracted Driving Crackdown from April 1 – 21, 2018 (Police-Morella)

8. Ordinances on Second and Final Reading

- a. 2538-18 An Ordinance Amending and Supplementing Chapter 7, Traffic, Subsection 7-13, Parking Prohibited at All Times on Certain Streets, of the Revised General Ordinances of the Township of West Orange – Brook End Drive (Lepore)

9. Ordinances on First Reading - None

10. Pending Matters/New Matters/Council Discussion

11. ABC Hearing - None

12. Adjournment

**The Council President may at his/her discretion modify with consent the order of business at any meeting of the Council if he/she deems it necessary and appropriate.
(1972 Code § 3-8; Ord. No. 726-84; Ord. No. 1157-93; Ord. No. 2128-07 § II)**

Agenda is subject to change.

RESOLUTION AUTHORIZING THE COLLECTOR OF TAXES
TO REFUND PAYMENT TO THE LISTED TAXPAYER DUE TO AN
OVERPAYMENT OF TAXES DUE TO A DUPLICATE PAYMENT

WHEREAS, certain West Orange property owners or their mortgage company have made a duplicate payment for the first quarter 2018 taxes;

WHEREAS, the Tax Collector of the Township of West Orange has indicated that such Taxpayers or their mortgage company are entitled to refunds to the extent of such overpayments;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Orange that the Tax Collector and the Treasurer of the Township of West Orange be and they are hereby authorized, empowered and directed to cause to be paid to the taxpayers on the attached list sums in full and final satisfaction of the overpayment of the 2018 taxes.

<u>Block</u>	<u>Lot</u>	<u>Name & Address</u>	<u>Amount</u>
64	7	Foundation Title, LLC 3 Becker Farm Road Suite 305 Roseland, NJ 07068	\$2,934.00
77	31	Title Source First National Bldg;12 th FL West Attn: Cheyenne Hubbard 662 Woodward Ave Detroit, MI 48226	\$4,335.00
105	7	C0392 Weichert Title Agency 1909 Route 70 E Suite 102 Cherry Hill, NJ 08003	\$2,891.00
155.08	14	Title Source First National Bldg;12 th FL West Attn: Cheyenne Hubbard 662 Woodward Ave Detroit, MI 48226	\$2,749.00

155.22	42.01	C0021	Evident Title Agency 874 Pompton Avenue; Suite B2 Cedar Grove, NJ 07009	\$3,198.00
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175.23	39		Title Source First National Bldg;12 th FL West Attn: Cheyenne Hubbard 662 Woodward Ave Detroit, MI 48226	\$2,999.00
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Total: \$19,106.00

Karen J. Carnevale, R.M.C.
Municipal Clerk

Susan McCartney
Council President

March 27, 2018

I hereby certify funds are available from: _____
Account No./Amount

John Gross, Chief Financial Officer

8PUBLIC MEETING AGENDA-REVISED

Township of West Orange

66 Main Street – 7:00 p.m.

March 27, 2018

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3. *Consent Agenda

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6. *Reading of Petitions and Communications and Bids - None

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- e. 96-18 Resolution Awarding a Contract to the Firm Mott MacDonald, 111 Wood Avenue South, Iselin, New Jersey 08830-4112 to Provide Professional Services for Plans, Specifications and Bid Documents and Contract and Grant Management and Administration for Three Electric Generators Funded by a Grant from the New Jersey Office of Emergency Management in Accordance with their Proposal dated March 6, 2018 for a Fee NTE \$97,600 or \$60,000 for Design Services and \$37,600 for Contract and Grant Management Services (Lepore)

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9. Ordinances on First Reading - None

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(1972 Code § 3-8; Ord. No. 726-84; Ord. No. 1157-93; Ord. No. 2128-07 § II)**

Agenda is subject to change.

**RESOLUTION CERTIFYING COMPLIANCE WITH
N.J.S.A. 40a:4-5, AS AMENDED BY P.L. 2017, C.183.**

WHEREAS, N.J.S.A. 40A:4-5, as amended by P.L. 2017, c. 183, requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964", as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Local Government Services in the New Jersey Department of Community Affairs; and;

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto;

NOW, THEREFORE, BE IT AND IT HEREBY IS RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST ORANGE, that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c. 183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

Karen J. Carnevale, R.M.C.
Municipal Clerk

Susan McCartney
Council President

Adopted: March 27, 2018

RESOLUTION

WHEREAS, the following charitable organization(s) have applied for a Raffle License which raffle is to be conducted within the Township of West Orange,

NOW THEREFORE, BE IT RESOLVED by the Township Council of *the Township of West Orange, that the Municipal Clerk is hereby authorized to* issue a license to conduct a raffle by the following organization (s) at the place (s) and time(s) set opposite their respective name(s):

<u>Organization</u>	<u>Date of Event</u>	<u>Place</u>	<u>RL No.</u>
St. Peter's Nursery School On Prem 50/50	April 27, 2018	653 Eagle Rock Avenue	7470
St. Peter's Nursery School Tricky Tray	April 27, 2018	653 Eagle Rock Avenue	7471
ICHS Blue Lion Club of Immaculate Conception HS of Montclair On Prem 50/50	April 27, 2018	481 Eagle Rock Avenue	7472
ICHS Blue Lion Club of Immaculate Conception HS of Montclair Tricky Tray	April 27, 2018	481 Eagle Rock Avenue	7473
Jersey Battered Women's Service Tricky Tray	May 21, 2018	757 Eagle Rock Avenue	7474
Franciscan Charities, Inc. Off Prem 50/50	September 24, 2018	350 Mt. Pleasant Avenue	7475
Our Lady of Lourdes Church On Prem 50/50	April 20, 2018	100 Valley Way	7476
South Orange Performing Arts Center Inc Casino Night	April 25, 2018	350 Pleasant Valley Way	7477

South Orange Performing Arts Center Inc Tricky Tray	April 25, 2018	350 Pleasant Valley Way	7478
Community Health Law Project Off Prem Merch	October 25, 2018	350 Pleasant Valley Way	7479
SB Foundation Inc. On Prem 50/50	May 21, 2018	25 Prospect Avenue	7480

Karen J. Carnevale, R.M.C.
Municipal Clerk

Susan McCartney
Council President

Adopted: March 27, 2018

RESOLUTION

**AUTHORIZING COMPETITIVE CONTRACTING PROCESS
For the Food & Beverage Concession Stand at Ginny Duenkel Municipal Pool**

This resolution will allow a proposal to be prepared and a committee to evaluate said proposal in a manner set forth in the Local Public Contracts Law.

WHEREAS, the Township of West Orange (“Township”) will seek a vendor to operate the concession stand at the Ginny Duenkel Pool; and

WHEREAS, the vendor shall be an owner or operator of a licensed catering or restaurant operation; and

WHEREAS, under the Local Public Contracts Law N.J.S.A. 40A:11-4.1 competitive contracting may be used by local contracting units in lieu of the standard public bidding process for procurement of specialized goods and services; and

WHEREAS, the Township meets the criteria of Local Public Contracts Law N.J.S.A. 40a:11-4.1.3(j) which allows the use of a methodology to rank and evaluate proposals received to not only secure the best price but the best service to suit the Townships needs.

NOW HEREBY BE IT RESOLVED, by the Council of the Township of West Orange, that the Competitive Contract Process shall be initiated for services duly stated and implemented by the Purchasing Agent and the Chief Financial Officer according to the local public contracts law.

Karen J. Carnevale, R.M.C.
Municipal Clerk

Susan McCartney
Council President

Adopted: March 27, 2018

RESOLUTION

WHEREAS, the Township of West Orange received a grant in the amount of \$250,000 from the New Jersey Office of Emergency Management for the design and installation of three emergency electric generators for the Municipal Building, 66 Main Street, Fire Station No. 2, 84 Washington Street, and Fire Station No. 3, 93 Ridgeway Avenue; and

WHEREAS, the grant application was prepared by the firm of Hatch Mott MacDonald, now Mott MacDonald, 111 Wood Avenue South, Iselin, New Jersey 08830-4112; and

WHEREAS, by letter dated February 2, 2018 the Municipal Engineer requested a proposal from Mott MacDonald to provide professional services for plans, specifications, bid documents and contract and grant management and administration; and

WHEREAS, Mott MacDonald submitted a proposal dated March 6, 2018 to provide design and bid phase services for a fee not to exceed \$60,000 and contract and grant management and administration services for a fee not to exceed \$37,600; and

WHEREAS, the proposal is satisfactory to the Municipal Engineer; and

WHEREAS, Mott MacDonald responded to the Township's Request for Qualifications for Professional Services; and

WHEREAS, the fees of Mott MacDonald are eligible for reimbursement from the grant; and

WHEREAS, the Township Council concurs in the foregoing.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Orange that a contract be awarded to the firm Mott MacDonald, 111 Wood Avenue South, Iselin, New Jersey 08830-4112 to provide professional services for plans, specifications and bid documents and contract and grant management and administration for three emergency electric generators funded by a grant from the New Jersey Office of Emergency Management in accordance with their proposal dated March

6, 2018 for a fee not to exceed \$97,600 or \$60,000 for design services and \$37,600 for contract and grant management services.

KAREN CARNEVALE, R.M.C., MUNICIPAL CLERK

SUSAN McCARTNEY, COUNCIL PRESIDENT

March 27, 2018

I hereby certify funds are available from: _____
ACCOUNT NO.

JOHN GROSS, CHIEF FINANCIAL OFFICER



TOWNSHIP OF WEST ORANGE

25 LAKESIDE AVENUE, WEST ORANGE, N.J. 07052

DEPARTMENT OF PUBLIC WORKS

ROBERT D. PARISI

Mayor

Tel: (973) 325-4160

Fax: (973) 669-9588

Email: llepore@westorange.org

LEONARD R. LEPORE

Director/Municipal Engineer

February 2, 2018

Frank J. Mescall, PE
Senior Associates
Mott MacDonald
111 Wood Avenue South
Iselin, New Jersey 08830-4111

RE: **REQUEST FOR PROPOSAL**
ENGINEERING DESIGN AND CONTRACT DOCUMENTS
FOR THREE EMERGENCY POWER GENERATORS
NJ OFFICE OF EMERGENCY MANAGEMENT
DISASTER NO. 4086
NJ ID 1817
HMGP-DR-4086-NJ-436 R

Dear Mr. Mescall:

The Township of West Orange requests proposals for engineering services to prepare plans specifications and bid documents for three emergency power generators at the following Municipal Buildings:

1. West Orange Municipal Building, 66 Main Street
2. West Orange Fire Station No. 2, 84 Washington Street
3. West Orange Fire Station No. 3, 93 Ridgeway Avenue

The emergency services include general civil engineering and mechanical, electrical and plumbing (MEP).

The Township applied to the New Jersey Office of Emergency Management, Hazard Mitigation Grant Program for funding for the three emergency power generators under the Disaster No. 4086. The Township received a grant in the amount of \$250,000 to fund these three emergency power generators. The New Jersey Identification No. is S1817. The full project number is HMGP-Dr-4086-NJ-436R

The tasks required under this proposal include the following:

1. Design, plans, specifications and bid documents for the three emergency power generators at the indicated locations including but not limited to:

AN EQUAL OPPORTUNITY EMPLOYER

www.westorange.org

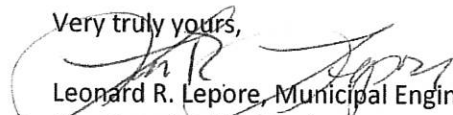
- A. Review of the NJOEM Application, attached;
- B. Review of the NJ OEM Grant requirements;
- C. Review and verification of emergency power generator sizes including power, voltage and phase requirements for each building.
- D. Design and specifications for each generator including a partial site plan at each location.
- E. Verification that the location of each emergency power generator has no conflicts with underground utilities or any underground storage tanks; This will include a sweep of all locations for emergency power generators with ground penetrating radar (GPR);
- F. Contracting Public Service Electric and Gas Company with a gas service inquiry for each location. Each facility is currently serviced by Natural Gas.
- G. Providing new main electrical service panel boxes with breakers for the West Orange Municipal Building and West Orange Fire Station No. 3;
- H. Preparation of Bid Documents. The three emergency power generators shall be included in one bid document.
- I. Attend the Bid Opening, review all bid submittals for compliance with bid documents and New Jersey Local Public Contracts Laws and prepare a contract award recommendation;
- J. Provide contract administration, management and construction observation including review and approval of design submittals and shop drawings, attendance of kick off and monthly progress meetings as needed, schedule of payment submissions, verification that all warranty and maintenance documents are submitted to the Township and project closeout.
- K. Grant Administration and Management as required by the Grant Agreement and Grant requirements including reimbursement request, see attachment.
- L. Preparation of any NJDEP permit requirements including air quality permits

Please submit your proposal by 10:00 A.M. February 16, 2018 to Leonard R. Lepore, P.E., Municipal Engineer, Township of West Orange, Department of Public Works, 25 Lakeside Avenue, West Orange, New Jersey 07052, with your submission. Please submit evidence of Professional Liability Insurance which names the Township of West Orange as an additional insured.

The Township is in the process of obtaining a timeline extension for this project. A Professional Services Contract will be awarded once the timeline extension is obtained which is expected later this summer. Once the professional services contract is awarded the successful firm will be authorized to proceed with the professional services contract within ten (10) days and then have 60 days to complete the design, specifications and bid documents for public bidding.

If you have any questions please feel free to contact me.

Very truly yours,


Leonard R. Lepore, Municipal Engineer
Director of Public Works

LRL/tp

enc.

file:request for proposal engineering design and contract documents power generators



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

Your Reference
HMGP-DR-4086-NJ-436 R

**Proposal for Professional Engineering Services Township of West Orange
Standby Power Generators for Three Township Facilities**

March 6, 2018

Dear Mr. LePore:

111 Wood Avenue South
Iselin NJ 08830-4112
United States of America

T +1 (800) 832 3272
F +1 (973) 376 1072
www.mottmac.com/americas

Mott MacDonald (MM) wishes to thank you again for the opportunity to provide this proposal to **Provide Engineering Design and Contract Documents for Three Emergency Power Generators** for three separate facilities in the Township of West Orange. It is our understanding that the Township is in the process of securing HGMP funding for this project and that the cost for procurement and installation of the new generators as well as professional engineering services are eligible for reimbursement by FEMA. Accordingly, Mott MacDonald (MM) is pleased to provide you this professional design, bid and construction engineering phase services proposal so that the project can be designed, bid and constructed.

Understanding of Proposed Work

Given the foregoing, the Township desires the following:

West Orange Municipal Building, 66 Main Street

During the funding process, Mott MacDonald and the Township preliminarily sized the generator at 175 KW based upon the available information at that time. This sizing can be confirmed once we have confirmed electrical demand from utility billing. Due to the power requirements of the facility, it is recommended that a natural gas system be installed. The existing gas service for the building will be utilized or upgraded as needed.

In addition to the foregoing, the building electrical service would require modifications to allow for backup power. Installation of a new automatic transfer switch (ATS) is necessary ahead of the main power distribution panel for the building. The existing power distribution panel appears adequate to locate the new transfer switch and install the new conduit connection between the ATS and the existing power panel.

The new generator will be located on the South side of the building on a new reinforced concrete pad foundation, similar to the concept prepared for HMGP. The generator would be a "non-Walk-In" style enclosure, sound attenuated to meet

Township Ordinances for noise and would have a series of access doors as provided by the generator manufacturer. As discussed, unless applicable codes dictate otherwise, an access platform is not proposed to be included for this site.

In addition to the above, the only other site improvements will be trench restoration of disturbed pavement or lawn areas, installation of bollards and pavement markings immediately adjacent to the generator.

Fire House #2 (84 Washington Street) Proposed Improvements

Also during the funding process, the Township requested funding for a generator for the Fire House #2. The generator was sized at 75 KW.

MM's recommendation is to install the transfer switch inside the building in an electric room where the utility main service entrance will be located. This can be determined firm once we have received updated architectural and engineering plans for the building. Similar to the Municipal Building and due to the power requirements of the facility, it is recommended that a natural gas fueled system be installed.

The current concept plan shows that the new generator could be located South of the building in a grass area adjacent to the vehicle driveway for the Fire Station.

This generator would also be placed on a new reinforced concrete pad foundation. The generator would be a "non-Walk-In" style enclosure, sound attenuated to meet Township Ordinances for noise and would have a series of access doors as provided by the generator manufacturer. An access platform is not proposed to be included for this site.

In addition to the above, the only other site improvements will be trench restoration of disturbed pavement or lawn areas, installation of bollards and pavement markings immediately adjacent to the generator.

Fire House #3 (92 Ridgeway Avenue) Proposed Improvements

Also during the funding process, the Township requested funding for a generator for the Fire House #2. The generator was sized at 25 KW.

MM's recommendation is to install the transfer switch inside the building in the electric room where the utility main service entrance is located. This can be confirmed once we have surveyed and prepared plans for the building. Similar to the Municipal Building and due to the power requirements of the facility, it is recommended that a natural gas fueled system be installed.

The current concept plan shows that the new generator could be located West of the building in a grass area adjacent to the vehicle driveway for the Fire Station.

This generator would also be placed on a new reinforced concrete pad foundation. The generator would be a "non-Walk-In" style enclosure, sound attenuated to meet Township Ordinances for noise and would have a series of access doors as provided by the generator manufacturer. An access platform is not proposed to be included for this site.

In addition to the above, the only other site improvements will be trench restoration of disturbed pavement or lawn areas, installation of bollards and pavement markings immediately adjacent to the generator.

Engineering Services Proposal

In order to proceed with the foregoing, MM proposes the following professional engineering services.

Design and Bid Phase Services

- MM will coordinate with the NJOEM HMGP program to help administer and manage the Grant funds and the application of the funds to the project.
- MM will coordinate with the utility power company and Township to review and document the existing electrical service (s) to the facility. This documentation will formally support the sizing and configuration of the new generators
- Preparation of an update to the existing location survey at each building. Existing site features and a limited amount of topographic data will be selected. Property surveys or title deed searches are not included.
- Confirm sizing and location of generator and related equipment.
- Preparation of site plan, construction details and electrical plans for each site. Construction Notes necessary for bidding the project as a part of a public bid will also be prepared as will a construction sequence.
- Preparation of technical specifications to identify the features and standards of the proposed equipment for procurement. Technical specifications for site, concrete and electrical work will also be prepared.
- Preparation of bid documents that will incorporate Mott MacDonald standard front end specifications.
- A final construction cost estimate will also be prepared.
- Soil Borings are excluded. It is assumed existing Boring data is not required. If Soil Borings are needed, MM can provide a separate proposal for a boring subcontractor to perform the work.
- Coordinate for Ground Penetrating Radar Scan of each site by MM subcontracting firm. **It is estimated that this fee would not exceed \$12,000 for budgetary purposes, we have included this amount in our fee proposal.**

Bid Phase

During the project bid phase, MM will assist the Township in response to questions from bidders. MM will include the preparation of 1 addendum if necessary to respond to bidder questions.

MM will review the apparent low bidders experience and provide a bid award recommendations letter.

Design and Bid Phase Cost

We would propose the design and bid phase engineering services based upon a lump sum fee of \$60,000. We would prepare monthly invoices based upon a percent complete basis.

Construction Phase Services

Upon the Township successful bidding and awarding the project, MM would propose to proceed with Construction Phase Engineering Services based upon a time and materials basis for services actually required. Services would be provided based upon a rate schedule in place with the Township for the current year. Our services include the following:

- Conduct and coordinate project initiation services including project management, preparation of sealed plans for submission to the local code official are also included. Review of bonds and insurances is not included. Coordinate and attend a preconstruction meeting at Township Offices with Contractor and Township staff. MM would also prepare a notice to proceed letter to the Contractor after the meeting is held along with minutes from the meeting. ***We have budgeted 40 hours for this item.***
- Review contractor's initial submittals and shop drawings for site and installation work. Shop Drawing review of the contractor's shop drawings for the generator equipment as well as for equipment testing, O&M manuals and service agreement for conformance with the contract. Only one round of submittal review and comments are included. Value Engineering review or additional reviews are not included in the proposal. ***We have budgeted 40 hours of time for this item.***
- MM will perform primarily part-time inspection services, however during trenching and other excavations, limited full-time inspection is proposed. Perform inspection services during the preparation and installation of the concrete pad, conduit installation, site and restoration work. Electrical inspection services will be performed prior to startup and testing. One punchlist will be developed if necessary. ***We have budgeted 40 hours for this task.***
- Office Coordination and Office time shall also be performed. ***We have budgeted 40 hours for this task.***
- Attend 1 day of generator testing and startup per site with generator manufacturer's representative and contractor. 1 punchlist will be developed if necessary. ***We have budgeted 24 hours for this task.***
- Review applications for payment by the contractor for recommendation of payment by Township upon delivery of the equipment in accordance with the contract. MM anticipates the need to process three (3) payment applications for the procurement contractor. ***We have budgeted 18 hours for this task.***
- Preparation of an as-built plan depicting final site features constructed under this contract. Plans will be prepared in an electronic cad file. ***We have budgeted 16 hours for this task***
- Prepare a certification that the completed project is in compliance with NFIP regulations and a certification regarding a critical facility in a special Flood Hazard Area if applicable. ***We have Budgeted 18 hours (\$2,500.00) for this work.***

- Prepare and file of air quality permits for the new generators. Per our discussions the Township will pay the fees directly. **We have Budgeted 24 hours (\$4,800.00) for this work.**

Our not-to exceed reimbursable fee for the above construction phase services is \$37,800.

Project Costs Summary

Design Engineering	\$60,000
Construction Engineering	\$37,800
Total	\$97,800

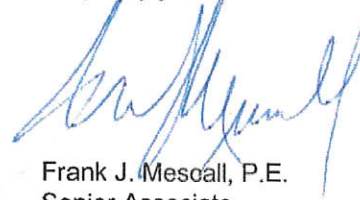
We trust that the information and recommendations provided are adequate to allow you to proceed. Should you have any questions or wish to discuss this in greater detail, please do not hesitate to call me

Very truly yours,



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Very truly yours,



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**Resolution Supporting the 2018 UDrive. UText. UPay.
Distracted Driving Crackdown-April 1, 21, 2018**

Whereas, distracted driving is a serious, life-threatening practice that is preventable; and

Whereas, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians and bicyclists); and

Whereas, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

Whereas, in 2015 alone distracted driving-related crashes resulted in 3,477 deaths and 391,000 injuries on our nation's roads; and

Whereas, in New Jersey distracted driving was listed as a contributing circumstance in nearly 750,000 crashes between 2011-2015; and

Whereas, the State of New Jersey will participate in the nationwide *Distracted Driving 2018 Crackdown* from April 1 - 21, 2018 in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; and

Whereas, the national slogan for the campaign is UDrive. UText. UPay; and

Whereas, a reduction in distracted driving in New Jersey will save lives on our roadways;

Therefore, be is resolved that the Township of West Orange declares it's support for the ***Distracted Driving 2018 Crackdown*** both locally and nationally from April 1 - 21, 2018 and pledges to increase awareness of the dangers of distracted driving.

Karen J. Carnevale, R.M.C.
Municipal Clerk

Susan McCartney, Council President

March 27, 2018

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7, TRAFFIC, SUBSECTION 7-13,
PARKING PROHIBITED ALL TIMES ON CERTAIN STREETS, OF THE
REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST ORANGE**

BE IT ORDAINED, by the Township Council of the Township of West Orange, in the County of Essex, State of New Jersey as follows:

Section 1. Subsection 7-13, Parking Prohibited at All Times on Certain Streets, of the Revised General Ordinances of the Township of West Orange is hereby supplemented and amended as follows (*italic type denotes deletion, bold type denotes addition*):

Name of Street	Sides	Location
<i>Brook End Drive</i>	<i>South</i>	<i>From the easterly curbline of Pleasant Valley Way to a Point 260 feet easterly.</i>

Brook End Drive	Both	Entire Length
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Section 2. If any provision of this Ordinance or application thereof, under any circumstances, is held invalid, the invalidity shall not effect any other provisions or applications of this Ordinance that can be given effect without the invalid provision(s) or application(s) and to this end the provisions of this Ordinance are severable.

Section 3. All other Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed.

Section 4. This Ordinance shall take effect upon final passage and publication in accordance with law.

ROBERT D. PARISI, MAYOR

SUSAN McCARTNEY, COUNCIL PRESIDENT

KAREN J. CARNEVALE, R.M.C., MUNICIPAL CLERK

INTRODUCED: February 27, 2018

ADOPTED: March 27, 2018

LEGISLATIVE HISTORY

The proposed Ordinance will prohibit parking on both sides of Brook End Drive for its entire length. Currently parking is only prohibited on the southerly side. The proposed prohibition on both sides of the street is in response to the request of the residents on the street to eliminate on street parking by staff and visitors of Alaris Health which is located at the end of Brook End Drive. A majority of the residents along the street agreed to the parking prohibition on both sides of Brook End Drive.



STONEFIELD
engineering & design

ord. #2538-18
Exhibit 1
3/13/18

March 13, 2018

Township Council
Township of West Orange
66 Main Street
West Orange, New Jersey 07502

**RE: Amendment to Ordinance Chapter 7, Subsection 7-13
Item 2538-18
Parking Prohibition on Brook End Drive
SE&D Job No. S-18040**

Dear Council Members:

We have been engaged to represent the interests of Alaris Health of West Orange regarding the above amendment to Ordinance Chapter 7, Subsection 7-13. Traffic engineers and municipal planners have found that on-street parking is appropriate and useful for local streets. The Institute of Transportation Engineer publication, Urban Street: Geometric Design Handbook, addresses on-street parking on residential/local street by stating "There is often a need to accommodate on-street parking. This may be a major function of a local street in a particular existing single or mixed-use area or in an older residential area where there is no or limited off-street parking. In neotraditional design, there often is encouragement to use on-street parking as part of keeping the street 'alive'. There should be no fundamental objection to this, on the condition that street speeds are controlled to acceptable levels – through design, not enforcement". The virtues of on-street parking are further emphasized in the publication, "On-street parking performs at least two important functions on local residential streets. It provides an obvious service to adjacent residents in terms of parking, and it can contribute significantly to the control of vehicle speeds on local streets."

Typically, on-street parking restrictions seek to remedy two specific issues: to provide necessary roadway safety and to promote parking space turnover. Parking ordinances related to promoting roadway safety are often implemented due to the following reasons:

1. Sight distance concerns;
2. Issues due to inadequate roadway width for emergency vehicles to pass;
3. Accessibility to private driveways or public infrastructure such as fire hydrants; and
4. Allow for vital thoroughfares that must remain open during emergencies.

Typical parking regulations that enforce roadway safety concerns are all-day or emergency related parking prohibitions.

Parking ordinances related to promoting parking space turnover are often implemented due to the following reasons:

1. Inadequate parking availability in retail corridors;
2. Prevent commuters or employees from utilizing parking spaces for retail customers during peak hours;
3. Need for street cleaning; and
4. Concern for abandoned vehicles.

stonefieldeng.com

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Typical parking regulations that promote parking space turnover are maximum parking duration regulations, metered parking, and limited time specific parking regulations.

The proposed amendment to Ordinance Chapter 7, Subsection 7-13 seeks to provide a blanket restriction of on-street parking where there does not appear to be a specific roadway safety issue. Instead a less intrusive alternative to a blanket parking restriction may better serve all the property owners along Brook End Drive.

We request that you **defer action** this evening to allow us the opportunity to collect data and further study the parking characteristics to develop a potential parking regulation that better suits this specific roadway and user mix.

Best regards,

Charles D. Olivo, PE, PTOE
Stonefield Engineering and Design, LLC

Matthew J. Seckler, PE, PTOE
Stonefield Engineering and Design, LLC