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Township of West Orange
CONFERENCE MEETING AGENDA
Council Chambers – 66 Main Street
Tuesday, February 13, 2024
Meeting No. 3

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 November 21, 2023, and published in the West Orange Chronicle on November 30, 2023.

Roll Call – Councilwoman Casalino, Councilwoman Ghebremicael, Councilwoman Scarpa, Councilwoman Williams, Council President Rutherford, Mayor McCartney

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6:30 P.M.

- **West Orange Vision Zero Action Plan**

- **Council Liaison Announcements**

- **Public Meeting – 7:00 p.m.**

REVISED

PUBLIC MEETING AGENDA

Township of West Orange

66 Main Street – 7:00 p.m.

February 13, 2024

Meeting No. 3

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 November 21, 2023, and published in the West Orange Chronicle on November 30, 2023.

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, Councilwoman Ghebremicael, Councilwoman Scarpa, Councilwoman Williams, Council President Rutherford, Mayor McCartney

- 1. Public Comment**
- 2. *Consent Agenda**
- 3. *Approval of Minutes of Previous Meeting** – Recessed meeting December 19, 2023 (January 23, 2024), January 9, 2024, Recessed meeting January 9, 2024 (January 17, 2024) and January 23, 2024
- 4. *Report of Township Officers - None**
- 5. *Reading of Petitions and Communications and Bids - None**
- 6. *Bills-None**
- 7. *Resolutions**
 - a. 54-24** Resolution Authorizing an Emergency Appropriation in an amount Not to Exceed \$36,267.30 without Authorization is authorized to American Asphalt and Trucking, 18 Summer Avenue Newark, NJ 07104, for Emergency Purchase and Delivery of 300 Tons of Road Salt (Pelose)
 - b. 55-24** Resolution of Support from Local Governing Body Authorizing the 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program Application (Mayor)
 - c. PULLED 56-24** Resolution Authorizing Service Agreement for Goose Control Technology – 2023 (Legal-Moon)
 - d. 57-24** Resolution To Join Metropolitan Health Insurance Fund (Gross)
 - e. 58-24** Resolution Authorizing Extension of Contract with Fat Daddyz to Operate Concession at Ginny Duenkel Pool – 2024 (Legal-Moon)
 - f. 59-24** Resolution Authorizing a Professional Services contract to CME Associates, 3759 Highway 1 South, Suite 100, Monmouth Junction, New Jersey 08852, Manal Baba, LSRP, to Provide Professional Services Associated with the Remediation of Contaminated Soil and Groundwater at the Fire House No. 4, 280 Pleasant Valley Way from a Former Leaking Underground Storage Tank, Underground Piping and Fuel Dispenser for a Fee Not to Exceed \$92,600.00. (Carballo)

- g. 60-24** Resolution Authorizing the Extension of Contract Entitled “The Maintenance of Various Township Owned Parcels, Including Turf Maintenance, Litter and Debris Collection and Disposal, Weed Control and Fall Leaf Collection and Disposal” awarded to D’Onofrio and Son, Inc., Landscaping, 47 Van Ness Terrace, Maplewood, New Jersey, 07040, for a Third and Final Year for the Period Beginning April 1, 2024 and Ending November 30, 2024 for the Same Services in an Amount NTE \$184,500.00 (Pelose)
- h. 61-24** Resolution Authorizing the Issuance of Raffle Licenses (Clerk)
- i. 62-24** Resolution Authorizing the 2023 Reimbursement for Services to Private Communities – Street Lighting (Carballo)
- j. 63-24** Resolution Authorizing the 2023 Reimbursement for Services to Private Communities – Snow Removal (Carballo)
- k. 64-24** Resolution Authorizing the 2023 Leaf Collection costs to Llewellyn Park (Carballo)
- l. 65-24** Authoring the Rejection of the Eleven Bids Received for Janitorial Maintenance Services and Approval of Temporary Extension of Current Contract with One Total Cleaning Services LLC, 130 Garfield Avenue, Plainfield, NJ 07062 at New
- m. 66-24** Resolution Authorizing an On-Line Auction for the Disposal of the Township’s Surplus Equipment (Reynolds)
- n. 67-24** Resolution Authorizing a Professional Services Contract to Neglia Engineering Associates, 34 Park Avenue, P.O. Box 426, Lyndhurst, NJ, 07071, for Professional Engineering and Land Surveying Services Associated with the 2023 NJDOT Local Transportation Project Funds (LTPF) Grant Project for Walker Road (from Gregory Avenue to S. Valley Road), S. Valley Road (from Walker Road to Township Line with South Orange) and Rooney Circle Improvement Project in an Amount NTE \$28,800.(Carballo)
- o. 68-24** Resolution to Apply for and Obtain the NJ DCA Local Recreation Improvement Grant to Carry Out a Project to Make Improvements at the W.O. Oscar Schindler Performing Arts Center (OSPAC) (Gross)
- p. 69-24** Resolution Authorizing the Collector of Taxes to Refund Payment to the Listed Taxpayer Due to a Duplicate Payment of Tax and/or Sewer Charge (Longo)

8. Ordinances on Second and Final Reading-None

9. Ordinances on First Reading

- a. 2837-24** An Ordinance Amending and Supplementing Chapter 7, Traffic, Subsection 7-32.2 Restricted Parking Zones of the Revised General Ordinances of the Township of West Orange-Handicapped Space(S) 77 Harrison Avenue, 153 Randolph Place and 1 Tompkins Street (Carballo)
- b. 2838-24** An Ordinance Repealing Chapter 25, Section 27 of the Revised General Ordinances of the Township of West Orange and Establishing Chapter ____ For Environmental Protection (Tree Protection, Removal And Replacement) (Legal-Trenk)

10. Pending Matters/New Matters/Council Discussion

- a.** Resolution Calling for a Ceasefire

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.

Please click the link below to join the webinar:

https://us06web.zoom.us/j/87023520592?pwd=xWOK25Mt_b2nmvyWK9zMPhDx9kRAUQ.7V1cvtbBZEPPvsOv

Webinar ID: 870 2352 0592

Passcode: 677189

Next Meeting Date(s): February 27, 2024

February 13, 2024

RESOLUTION

WHEREAS, on January 15th, 2024, a long duration snow and ice storm was predicted to begin in the late evening; and

WHEREAS, the Public Works Department along with our contractors were ask to report to work at 8:30pm, January 15th, 2024; and

WHEREAS, the storm consisted of approximately 2 inches of snow for 10 hours and a half to three quarters ice buildup for twelve hours; and

WHEREAS, the ice buildup was mid-morning on the 16th of January until the storm stopped late that evening; and

WHEREAS, to keep the roads safe though the afternoon rush hour, making sure school buses, shuttle service and motorist were safe, the road crews worked diligently for over 24 hours, which out of necessity depleted our road salt supplies; and

WHEREAS, pursuant to the Local Public Contracts Law, Emergency Contracts, N.J.S.A. 40A:11.6a the Acting Public Works Director on January 16th, 2024, in the late evening, after calls to our suppliers and neighboring towns to borrow salt, notified the Administration and Purchasing Agent, that we need to purchase salt from an alternate supplier; and

WHEREAS, the Acting Public Works Director by letter dated January 19, 2024, recommends

paying the costs of this emergency work; and

WHEREAS, sufficient funds exist for this work; 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 an emergency appropriation in an amount not to exceed \$36,267.30 without authorization is authorized to American Asphalt and Trucking for emergency purchase and delivery of 300 tons of road salt.

BE IT FURTHER RESOLVED that this work was performed pursuant to the provisions of the Local Public Contracts Law, Emergency Contracts, N.J.S.A. 40A:11-6 as the work was required to protect public health and welfare.

Karen J. Carnevale, RMC, Municipal Clerk

Bill Rutherford, Council President

Adopted: February 13, 2024

I certify funds are available for this work from Account No.

\$36,267.30

John O. Gross, Chief Financial Officer

AMERICAN ASPHALT & TRUCKING LLC

818 Summer Ave

Newark NJ 07104

Phone: 973-732-6255 Fax: 973-732-6254

salesamericanasphalt@gmail.com

PROPOSAL AND CONTRACT

Proposal#2024-01WO

Date: 01/16/24

To: Township Of West Orange
Address: 66 Main Street
City State: West Orange NJ 07052

Attn: Joe Pelose
Phone: 973-325-4100
Fax:

We are pleased to submit proposal to furnish all material, labor, and equipment to do the following work hereinafter identified as: **Rock Salt**

Item #	Description	Qty.	Unit	Price	Amount
1	Import and delivery rock salt to 25 Lakeside Ave West Orange NJ . Price includes purchasing and delivery fee.	300	Tons	118.00	\$ 35,400.00
	Note : Final invoice to be based on weight tickets				
				Total=	35,400.00

Notes:

1.- Price is based on current fuel index of and may be subject to fuel index escalation after

2.- Price is based on Open Shop Wages

Exclusions:					
1		Permits, Bonds	7		Repairs after milling
2		Survey, Layout, Testing and Engineering	8		Dewatering
3		Grading, Excavation, Saw cutting	9		

4	Repair of soft areas in sub base	10	
5	Police, Traffic Control	11	
6	Adjustment of Utilities	12	

TERMS AND CONDITIONS

1. Quantities stated above are approximate only; payment will be based on actual field measurements.
2. If rock is encountered which cannot be removed by on site machinery, and blasting services are required, then the cost of blasting shall be the owner's responsibility.
3. If soft areas are encountered during proof rolling of the sub base; the excavation, backfill, and compaction will be charged as an extra.
4. Cold Weather Paving- Paving done under cold weather conditions can cause asphalt imperfections. Cold, frost, rain, winds, snow and moisture can cause defects. Paving work done under these conditions will be completed at owner's responsibility and repair work will be done at the owner's expense.
5. The prices listed in this proposal shall be valid for thirty days.
6. A reduction in quantities may result in an increase in prices.
7. Price above does not include sales tax. Sales tax will be charged on all invoices for all work, unless a valid Sales Tax Exemption Certificate is received.
8. This proposal becomes effective as a **CONTRACT**, after the purchaser has executes its acceptance. Conditions, which are not specifically incorporated in this contract, will not be recognized. No modification or transfer of this contract after acceptance shall be binding upon Seller, unless made in writing and signed by one of the Seller's Officers.
9. All prices are based on the current refinery price for liquid AC20 and are subject to change without written notification. The oil index can be viewed on the NJDOT web site at [www. State.nj.us/transportation](http://www.State.nj.us/transportation).
10. This proposal may be withdrawn pending the results of a credit investigation or it may be necessary to post a bond or establish an escrow account with sufficient funds and a guarantee of payment upon completion of our work.
11. Invoices will be rendered monthly, or at completion of work, whichever comes first and payment are expected on any portion of the work performed and/or materials furnish during that 30 day period. Payment not received within 30 days of invoice date, will be subject to 1 ½% monthly and 18% yearly interest charge.
12. **FINAL PAYMENT** in full is required within 30 days. A service charge of 1 ½% per month will be added to any unpaid portion of our invoice, which is annual percentage rate of 18%. **No retainage on milling.**
13. Contractor shall be liable for, indemnify Subcontractor against, and reimburse Subcontractor for all costs, charges, expenses, and any and all other sums incurred or advanced by Subcontractor, including, but not limited to, attorneys' fees costs and expenses, to collect any amounts due from Contractor to Subcontractor hereunder or to enforce the rights of Subcontractor hereunder against Contractor.

If you have any questions feel free to call. If the proposal is satisfactory, please sign, date, and return one copy at your earliest convenience.

Very truly yours,

Mike Ortiz, Partner

Accepted by
Company: _____

Name: _____

Title: _____

Date: _____

54-24

American Asphalt & Trucking LLC

818 Summer Avenue
NJ 07104**Invoice**

Date	Invoice #
1/18/2024	2024-13W

Bill ToTownship of West Orange
25 Lakeside Avenue
West Orange NJ 07052

P.O. No.

Terms

Project

Due on receipt

Snow Removal 2023-2024

Quantity	Description	Rate	Amount
307.35	Import and delivery rock salt to 25 Lakeside Ave West Orange NJ. Total of 12 loads for a total of 307.35 tons all delivery tickets was provided to 25 Lakeside Ave office	118.00	36,267.30
		Total	\$36,267.30

**Resolution of Support from Local Governing Body Authorizing the
2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program Application**

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic, and social objectives are balanced and mutually supportive; and

WHEREAS, the Township of West Orange strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

[WHEREAS, the Township of West Orange is participating in Sustainable Jersey; and

WHEREAS, one of the purposes of Sustainable Jersey is to provide resources to municipalities to make progress on sustainability issues, and they have created the 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program to help increase energy efficiency for residents, businesses, and municipal facilities. This Program includes a Sustainable Jersey Start-up Grant funded by PSE&G in the amount of \$2,500 for first-time participants.

THEREFORE, the Township Council of West Orange, NJ has determined that West Orange should apply for the aforementioned 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program and \$2,500 Start-up Grant (one-time per municipality upon entering the Program).

THEREFORE, West Orange, applying for the 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program, will provide staff support for all activities related to the Sustainable Jersey-PSE&G Energy Efficiency Partnership Program, including...

- Identification of one or more staff to serve as primary contacts for Sustainable Jersey for the project selected
- Provide access to utility bills and other energy records as needed for the project (energy efficiency in municipal facilities)
- Provide support from relevant finance, facility, and other staff as needed for project implementation

THEREFORE, BE IT RESOLVED, that the Township Council of West Orange, State of New Jersey, authorizes submission of the aforementioned application to the 2024 Sustainable Jersey-PSE&G Energy Efficiency Partnership Program.

Karen J. Carnevale, RMC, Municipal Clerk

Bill Rutherford, Council President

Adopted: February 13, 2024

RESOLUTION TO JOIN METROPOLITAN HEALTH INSURANCE FUND

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the **Metropolitan Health Insurance Fund** hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

WHEREAS, the governing body of the Township of West Orange, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
 - a.) Health Insurance and/or Prescription Insurance and/or Dental Insurance and/or Medicare Advantage/Employer Group Waiver Program as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

Karen J. Carnevale, RMC, Municipal Clerk

Bill Rutherford, Council President

Adopted: February 13, 2024

METROPOLITAN HEALTH INSURANCE FUND
INDEMNITY AND TRUST AGREEMENT

THIS AGREEMENT made this 13th day of February, 2024, in the County of

Essex, State of New Jersey, By and Between the **Metropolitan Health Insurance Fund** referred to as "FUND" and the governing body of the

The Township of West Orange, a duly constituted LOCAL UNIT OF GOVERNMENT, hereinafter referred to as "LOCAL UNIT".

WITNESSETH:

WHEREAS, the governing bodies of various local units of government, as defined in N.J.A.C. 11:15-3.2, have collectively formed a Joint Insurance Fund as such an entity is authorized and described in N.J.S.A. 40A:10-36 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the LOCAL UNIT has agreed to become a member of the FUND in accordance with and to the extent provided for in the Bylaws of the FUND and in consideration of such obligations and benefits to be shared by the membership of the FUND;

NOW THEREFORE, it is agreed as follows:

1. The LOCAL UNIT accepts the FUND's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.

2. The LOCAL UNIT agrees to participate in the FUND with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the LOCAL UNIT's resolution to join.

3. The LOCAL UNIT agrees to become a member of the FUND and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on **January 1, 2024** and ending on **December 31, 2026** at 12:01 AM provided, however, that the LOCAL UNIT may withdraw at any time upon 90 day written notice to the FUND.

4. The LOCAL UNIT certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.

5. In consideration of membership in the FUND, the LOCAL UNIT agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, for the periods during which the member is receiving coverage, all of whom as a condition of membership in the FUND shall execute an Indemnity and Trust Agreement similar to this Agreement and by execution hereto, the full faith and credit of the LOCAL UNIT is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the

Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the LOCAL UNIT for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the LOCAL UNIT retained limit or in an amount which exceeds the FUND's limit of coverage.

6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the LOCAL UNIT agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.

7. The LOCAL UNIT and the FUND agree that the FUND shall hold all moneys in excess of the LOCAL UNIT's retained loss fund paid by the LOCAL UNIT to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with N.J.A.C. 11:15-3 et. seq.

8. The FUND shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. 40A:10-36 et. seq., N.J.S.A. 40A:5-1 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding 8 above, to the contrary, the FUND shall not be required to establish separate trust accounts for employee contributions provided the FUND provides a plan in its Bylaws for the recording and accounting of employee contributions of each member.

10. Each LOCAL UNIT of government who shall become a member of the FUND shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement.

ADOPTED: February 13, 2024

BY: _____
Susan McCartney, Mayor

ATTEST: _____
Karen J. Carnevale, Municipal Clerk

RESOLUTION

WHEREAS, on May 16, 2023, the Township Council for the Township of West Orange (the “Township”) adopted Resolution No. 202-23 authorizing execution of a Contract for Food & Beverage Concession at West Orange Ginny Duenkel Pool Season with Fat Daddy’z (the “Contract”); and

WHEREAS, the Contract provides that the Township has the right to extend the Contract for an additional one-year period for summer 2024 whereby the Fat Daddy’z shall provide Pool Concession Services for 2024 and shall pay to the Township 22.5% of its total sales volume for providing such Pool Concession Services for 2024; and

WHEREAS, the Township seeks to exercise the option to extend the Contract for an additional year.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST ORANGE that the Township is authorized to exercise the first of the two (2) one-year extensions for the Contract consistent with the terms set forth therein; and be it further

RESOLVED that the Township Clerk shall be authorized to forward an executed copy of this resolution to Fat Daddy’z as notice of the Township’s exercise of the first extension option.

Karen J. Carnevale
Municipal Clerk

Bill Rutherford
Council President

Adopted: February 13, 2024
4818-3395-0832, v. 1

RESOLUTION

WHEREAS, the Township of West Orange obtained the services of CME Associates of Monmouth Junction, New Jersey and Manal Baba, Licensed Site Remediation Professional (LSRP) and formerly of T&M of Middletown, New Jersey to provide professional services to remediate contaminated soil and groundwater at the Fire House No. 4, 280 Pleasant Valley Way, associated with a former leaking underground storage tank, piping and fuel dispenser; and

WHEREAS, a new area of concern was discovered at the Fire House No. 4; and

WHEREAS, during excavation activities, underground piping was exposed indicating that an old fuel pumping island was located at the front of the garage doors; and

WHEREAS, based on recent groundwater results, a rebound in contaminant concentrations were shown; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) was notified of the discharge at the Fire House No. 4; and

WHEREAS, the NJDEP issued new case # 23-01-19-1312-46; and

WHEREAS, to comply with New Jersey's Site Remediation Reform Act and administrative and technical requirements for this site, additional professional remediation services are required; and

WHEREAS, the goal of this work is for the LSRP to issue a Response Action Outcome (RAO) which will state that contaminated areas of concern were remediated in accordance with the applicable regulations, and that no further remedial action is required; and

WHEREAS, the firm of CME Associates prepared a proposal dated October 9, 2023 to provide the following four services:

Task 1: Well Installation and Sampling

Task 2: Monitoring Well Gauging and Sampling (Semi-Annual - Two Rounds)

Task 3: Application of High Vacuum Extraction (HVE) Treatment System – Four Rounds

Task 4: Reporting and Management

for a fee not to exceed \$92,600.00; and

WHEREAS, CME Associates responded to the Township's Request for Professional Qualifications 2024; and

WHEREAS, the Municipal Engineer finds the proposal acceptable; and

WHEREAS, sufficient funds exist for this work; 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 Professional Services contract be awarded to CME Associates, 3759 Highway 1 South, Suite 100, Monmouth Junction, New Jersey 08852, Manal Baba, LSRP, to provide professional services associated with the remediation of contaminated soil and groundwater at the Fire House No. 4, 280 Pleasant Valley Way from a former leaking underground storage tank, underground piping and fuel dispenser in accordance with their proposal dated October 9, 2023 for a fee not to exceed \$92,600.00.

Karen J. Carnevale, RMC, Municipal Clerk

Bill Rutherford, Council President

Adopted: February 13, 2024

I certify funds are available from: **Account Number:**
Underground Storage Tank
\$92,600.00

John O. Gross, Chief Financial Officer

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME



59-24

TIM W. GILLEN, PE, PP, CME (1991-2019)
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

October 9, 2023

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

**Re: Professional Environmental and Licensed Site Remediation Services
New Area of Concern – Old Fuel Pump at Garage
West Orange Fire House #4
280 Pleasant Valley Way
Township of West Orange, Essex County, New Jersey
NJDEP Case #23-01-19-1312-46
Case Activity Number: LSR230001
Old Case #93-6-29-1721-47
PI # 014430**

Dear Mr. Lepore:

CME Associates (CME) is pleased to submit this proposal for Professional Environmental and Licensed Site Remediation Professional (LSRP) Services to provide environmental consulting services for groundwater remediation and monitoring at the Fire House No. 4, located at 280 Pleasant Valley Way (Site) in West Orange. CME is currently contracted with the Township for Professional Environmental and Licensed Site Remediation Services consulting work at the West Orange Fire House #4.

The additional services detailed in the following scope of work are required to comply with the NJDEP Technical Requirements for Site Remediation at the Site and necessary to continue to advance the project towards closure.

Background

Several investigation and remediation work activities have been undertaken since the remediation was initiated at the Site. The most recent environmental activities completed at the Site included excavating and removal of impacted soil that acts as a source of groundwater contamination at a limited area located between MW-11 and MW-4 in front of the garage doors. After completing the excavation work, replacement for monitoring wells MW-11R and MW-4R were installed.



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Re: Proposal for West Orange Fire House #4

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Previously, because of the limited overhead clearance in the building, the drilling/injection inside the garage (the up-gradient area of MW-4) was limited. The treatment application focused on the area down gradient of MW-4 and around MW-11 and MW-5. Therefore, excavation was recommended to remove soil from the area as practicable as possible without compromising the stability of the garage building. The scope of work for the excavation was planned to expedite remediation of groundwater at this area.

During the excavation activities, an underground piping was exposed indicating that an old Fuel Pumping Island was located immediately at the front of the garage doors. This area of concern is suspected to have an old discharge impacting the groundwater at the area around MW-4R and MW-11R. Based on the recent groundwater results at MW-4R that showed a rebound in contaminant concentrations, it confirmed additional area of concern impacts. Therefore, the NJDEP Hot-Line was called to notify the department of the discharge at the Fire House #4 and a new case # 23-01-19-1312-46 was issued for the exceedances in groundwater related to gasoline discharge caused by the new discovered area of concern (old Fuel Pumping Island). This step was necessary to create a new activity at the Site other than existing case for USTs.

In accordance with the NJDEP Regulations and recent guidance, additional groundwater remedial activities are required to complete the groundwater remedial investigation and remedial action at the Site.

The proposed scope of work is prepared to satisfy the New Jersey Department of Environmental Protection (NJDEP) requirements stated in the Administrative Requirements for Remediation of Contaminated Sites (ARRCS Rule, N.J.A.C. 26:C) and the Technical Requirements for Site Remediation (Tech Rule, N.J.A.C. 7:26E), in accordance with New Jersey's Site Remediation Reform Act (SRRA).

Scope of Services

Based on the remedial investigation findings, Site conditions and recent groundwater investigation, the extent of impacted groundwater should be and continue the semi-annual groundwater sampling.

CME has prepared the following scope of work to comply with the NJDEP Technical Requirements for Site Remediation at the Site and provide the consultation and project management necessary to continue to advance the project towards closure.



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Task 1: Monitoring Well Installation and Sampling

CME will retain a licensed driller to install one (1) monitoring well (MW-13) to a depth of approximately (30) feet below ground surface (bgs) to be located at the source area (Old Fueling Pump). The proposed monitoring well will be used for applying proposed High Vacuum Extraction.

The well will be completed with a flush-mount cover. Drill cuttings will be placed in drums and properly disposed off-site at a licensed facility, and development water will be drummed for off-site disposal or properly treated prior to on-site discharge. A professional licensed surveyor will survey the monitoring well. Well logs and Form A and Form B will be prepared to properly document the well construction.

Two weeks after the completion of the well installation, a groundwater sample will be collected from MW-13. The groundwater sample will be analyzed for TCL VO+15, TBA, and/or BN+15.

Task 2: Monitoring Well Gauging & Sampling (Semi-annual - Two Rounds)

Perform two semi-annual groundwater sampling events at the Site. Collect samples from the existing monitoring wells (MW-2 through MW-11R and proposed well MW-13). Groundwater samples will be obtained in accordance with the NJDEP Field Sampling Procedures Manual (August 2005). Groundwater samples will be analyzed for TCL VO+15, TBA, and/or BN+15. A QA/QC plan consisting of field and trip blank samples will be incorporated into the sampling program. Purged groundwater will be containerized in drums and disposed off-site at an approved disposal facility.

All sampling and monitoring will be performed according to the methodology specified in the most current edition of the Department's Field Sampling Procedures Manual. All samples will be analyzed by a New Jersey Certified Laboratory except those field-determined parameters specified in the monitoring program established pursuant to the oversight document.

Task 3: Application of High Vacuum Extraction (HVE) Treatment System

High Vacuum Extraction (HVE) treatment system utilizes a soil venting unit which is powered by an internal combustion engine to produce vacuum to extract groundwater and soil vapors from the extraction point. The removal of contaminated groundwater, as well as subsurface vapors, will reduce contaminant mass; as such, it will aid in overall remediation of dissolved phase groundwater contamination and residual product in soil.



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CME proposes to conduct the HVE treatment technology at proposed monitoring well (MW-13). Total of four (4) HVE treatment applications will be conducted at the Site on a monthly basis using a mobile HVE treatment unit.

Task 4: Reporting and Management

LSRP Project Management/Coordination

CME will provide effective project management services to complete the work proposed herein and will coordinate with the Township and their subcontractor(s), CME's subcontractor(s), and the NJDEP, as necessary. CME's assigned LSRP will oversee remedial activities at the Site, prepare/certify related reports, and submit the required Site Remediation Reform Act (SRRA) forms to the NJDEP. CME's LSRP will also participate in project related meetings and conference calls, as directed by the Township.

Remedial Investigation Report

The investigations will be documented in a Remedial Investigation (RIR) prepared pursuant to N.J.A.C. 7:26E-3.13. The RIR will summarize the field activities, methods, results, findings, and conclusions of the investigations. The RIR will include laboratory reports, analytical summary tables, boring logs, and maps and plans to appropriately document the sample locations and results. Based on the findings of the Remedial Investigation, recommendations will be provided for additional investigation and/or remedial action, if warranted.

Health and Safety Plan

A site-specific Health and Safety Plan (HASP) will be prepared in accordance with applicable Occupational Safety and Health Administration (OSHA) regulations and industry health and safety standards. The HASP will specify the health and safety procedures to be followed during implementation of the field activities at the Site in order to protect on site personnel and the general public, respond to emergencies, comply with environmental regulations, and prevent pollution as a result of work operations.

Quality Assurance Project Plan

A site-specific Quality Assurance Project Plan (QAPP) for the proposed investigation activities will be prepared in accordance with the requirements at N.J.A.C. 7:26E-2.2 and NJDEP guidance documents. The QAPP will specify the quality assurance (QA) and quality control (QC) procedures to be implemented during the field activities at the Site.



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Receptor Evaluation

Pursuant to N.J.A.C. 7:26E-1.12 et seq., the receptor evaluation must be initiated and updated and submitted to the NJDEP along with any key document submittal (e.g., RIR). Accordingly, CME will conduct a receptor evaluation update based on the findings of the investigations proposed herein. CME will also complete and submit the required Receptor Evaluation Form to applicable government agencies (e.g., NJDEP, health department, municipal clerk).

Remedial Action Workplan

Upon the completion of RI Phase, CME Associates will prepare a Remedial Action Workplan (RAW) to address groundwater contamination at the site in accordance with N.J.A.C. 7:26E-5.5 and applicable NJDEP guidance and timeframes. The purpose of a remedial action is to remove, treat, or isolate contamination in order to protect public health, safety and the environment. Depending on the groundwater baseline sampling results, it is anticipated that alternative remedial action including natural attenuation will be considered. The RAW will present a detailed description of the proposed remediation including the following:

- Summary of remedial investigation findings and recommendations;
- Description of areas of concern;
- Summary of previously implemented remedial measures;
- Detailed description of the remedial action technology to be used for the area of concern;
- Identification of applicable remediation standards;
- Remedial action performance monitoring and verification sampling plan;
- Quality Assurance Project Plan (QAPP) in accordance with N.J.A.C. 7:26E-2.2;
- Required permits;
- Site Restoration Plan;
- Health and Safety Plan (HASP) for remedial activities;
- Remedial action cost estimate;
- Schedule and proposed completion date for each remedial action task, pursuant to the required regulatory timeframe at N.J.A.C. 7:26E-5.8.

The RAW will be submitted to the NJDEP in accordance with the requirements at N.J.A.C. 7:26E-5.5(a). CME will complete the online remedial action workplan form and submit the RAW electronically.

Proposed Budget

The budget for completion of the proposed scope of work is **\$92,600** as indicated in the following table:



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Task	Cost
Task 1- Well Installation	\$ 10,700
Task 2- Monitoring Well Gauging & Sampling (Semi-annual - Two Rounds)	\$ 26,500
Task 3- High Vacuum Extraction (HVE) - Four rounds	\$ 28,900
Task 4- Reporting and Management	\$ 26,500
Total	\$ 92,600

The proposed budget includes approximately **\$46,000** for subcontractor's fee, including laboratory analysis, equipment cost, etc. The budget contained in this proposal is the firm's best estimate of the effort required to carry out the project as outlined in the scope of work. However, the client will be billed for the actual effort expended to implement the Scope of Services in accordance with the attached billing rates for Environmental Engineering and LSRP services. In no event will the client be billed or work performed in excess of the proposal amount without client's prior approval.

Assumptions and Limitations

The scope of work is limited to the tasks outlined above. Based on the investigation findings, additional remediation activities may be required to comply with N.J.A.C. 7:26E and close the case. We note that further activities related to site remediation may be required pursuant to N.J.A.C. 7:26C and N.J.A.C. 7:26E, which are not included in this proposal. To complete this project in accordance with regulations, CME Associates will prepare a separate proposal to further assist the Township for any additional work. We assume that the Township will directly pay NJDEP Annual Remediation Fees.

Special Conditions for LSRP Services

- The enactment of the [Site Remediation Reform Act](#) (SRRA; N.J.S.A. 58:10C-1 et seq) on May 7, 2009, and the adoption of the Administrative Requirements for the Remediation of Contaminated Sites (ARRCS; N.J.A.C. 7:26C) on November 4, 2009 require that all new remediation cases follow the provisions of SRRA. A key requirement of these rules is that a Licensed Site Remediation Professional (LSRP) must oversee all new remediation cases.
- The ARRCS requires the person responsible for conducting remediation to notify the NJDEP of any confirmed discharges of contaminants or condition of Immediate



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- Environmental Concern ("IEC"). Please note that being an LSRP, as a State licensed professional, I will thus have the obligation to report any such conditions to the NJDEP without obtaining any prior approval from the client.
- LSRP will provide the required services in accordance with SRRA and has the obligation to submit, maintain and preserve the relevant documents.
 - LSRP is not responsible for client's failure to disclose relevant information, perform SRRA obligations, fund remediation, and follow LSRP's recommended actions. Client's failure to perform these obligations may result in fines/penalties by the NJDEP.
 - The issuance of RAO by LSRP is not a guarantee or warranty that the site is free of contamination, or that it will be accepted by the NJDEP.
 - NJDEP may audit the RAO within three (3) years after the date the LSRP filed the RAO with the NJDEP. LSRP is not responsible for additional requirements imposed by NJDEP after review/audit, except to the extent they arise out of LSRP's negligence.

We appreciate the opportunity to submit this proposal and assist the Township on this project. Should you have any questions, please do not hesitate to call me at 732-951-2101, extension 103.

Respectfully submitted,

CME Associates

Behram Turan, P.E., LSRP- Principal
Director of Environmental Services

Enclosure

cc: Michael McClelland, P.E., P.P. - Partner / CME Associates

RESOLUTION

WHEREAS, Resolution No. 60-22 dated March 15, 2022 was authorized by the Township of West

Orange Council for the contract entitled “The Maintenance of Various Township Owned Parcels, Including

Turf Maintenance, Litter and Debris Collection and Disposal, Weed Control and Fall Leaf Collection and Disposal” for 2022 with Two (2), One (1) Year Options to extend; and

WHEREAS, by Resolution No. 204-23 dated May 16, 2023, the Township of West Orange Council awarded an extension of contract for the period of April 1, 2023 to November 30, 2023; and

WHEREAS, the Township wishes to continue these contracted maintenance services; and

WHEREAS, the West Orange Department of Public Works has been satisfied with the past performance of this vendor, who is agreeable to existing rates to be charged; and

WHEREAS, by letter dated January 29, 2024, the Director of Public Works recommends an extension of this contract for a third and final year, and the Township Council concurs with this recommendation.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of West Orange that the contract entitled “The Maintenance of Various Township Owned Parcels, Including Turf Maintenance, Litter and Debris Collection and Disposal, Weed Control and Fall Leaf Collection and Disposal” awarded to D’Onofrio and Son, Inc., Landscaping of 47 Van Ness Terrace, Maplewood, New Jersey 07040 for the following services:

- | | |
|---|--------------|
| 1. Base Bid - 1 - Turf Maintenance,
Litter & Debris Collection, Weed Control, Leaf Collection
All Parcels | \$103,150.00 |
| 2. Alternate 1B - 1 Maintenance of
Shrubs & Beds for Trees, Shrubs and Flowers
All Parcels | \$ 10,700.00 |
| 3. Alternate 1C - 1 Chemical & Fertilizer Application
All Parcels | \$ 36,950.00 |

4. Alternate 1D-1 Final Fall Clean-up	\$ 19,500.00
5. Alternate 7 - 1 Maintain Mulch in Beds (Allowance @ \$60 per cubic yard)	\$ 6,000.00
6. Alternate 8-1 10 Rooney Circle Prorated when directed	<u>\$ 8,200.00</u>
TOTAL	\$184,500.00

7. Alternate 6-1 Property Cleanup and Maintenance of unspecified properties:
 Initial Property Cleanup \$95/hr.
 Weekly Maintenance \$95/hr.
 Biweekly Maintenance \$95/hr.
 Fall Cleanup \$110/hr.

be extended for a third and final year for the period beginning April 1, 2024 and ending November 30, 2024 for the same services in an amount not to exceed \$184,500.00.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to arrange to pay for the foregoing in accordance with the terms in the purchase order with funds certified when funds made available.

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

Bill Rutherford, Council President

Adopted: February 13, 2024

I hereby Certify funds are available from:

Buildings and Grounds
Account No.:01-2010-00-7101-116
\$184,500.00

John Gross, Chief Financial Officer

204-23
May 16, 2023

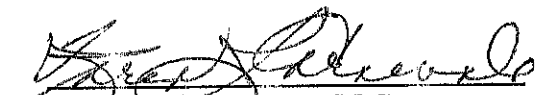
R E S O L U T I O N

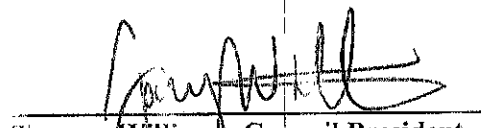
BE IT RESOLVED by the Township Council of the Township of West Orange that the contract entitled "The Maintenance of Various Township Owned Parcels, Including Turf Maintenance, Litter and Debris Collection and Disposal, Weed Control and Fall Leaf Collection and Disposal" awarded to D'Onofrio and Son, Inc., Landscaping of 47 Van Ness Terrace, Maplewood, New Jersey 07040 by Resolution No. 60-22 dated March 15, 2022 in the amount of \$184,500.00 for the following services:

1. Base Bid - 1 - Turf Maintenance, Litter & Debris Collection, Weed Control, Leaf Collection All Parcels	\$103,150.00
2. Alternate 1B - 1 Maintenance of Shrubs & Beds for Trees, Shrubs and Flowers All Parcels	\$ 10,700.00
3. Alternate 1C - 1 Chemical & Fertilizer Application All Parcels	\$ 36,950.00
4. Alternate 1D-1 Final Fall Clean-up	\$ 19,500.00
5. Alternate 7 - 1 Maintain Mulch in Beds (Allowance @ \$60 per cubic yard)	\$ 6,000.00
6. Alternate 8-1 10 Rooney Circle Prorated when directed	\$ 8,200.00
TOTAL	\$184,500.00

7. Alternate 6-1 Property Cleanup and Maintenance of unspecified properties:
 Initial Property Cleanup \$95/hr.
 Weekly Maintenance \$95/hr.
 Biweekly Maintenance \$95/hr.
 Fall Cleanup \$110/hr.

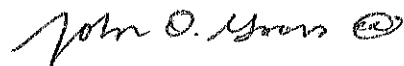
be extended for a second year for the period beginning April 1, 2023 and ending November 30, 2023 for the same services in the amount of \$184,500.00.


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


Tammy Williams, Council President

Adopted: May 16, 2023

 I hereby Certify funds are available from:



John Gross, Chief Financial Officer

Buildings and Grounds

Account No.: ~~01-2010-00-7101-116~~ ^{OK}

\$184,500.00

01-2010-00-7101-116

**RESOLUTION AWARDING MAINTENANCE OF VARIOUS TOWNSHIP OWNED
PARCELS 2022, TURF MAINTENANCE, LITTER AND DEBRIS COLLECTION,
WEED CONTROL AND FALL LEAF COLLECTION AND DISPOSAL**

WHEREAS, on February 3, 2022 pursuant to the requirements of the Local Public Contracts Law the Township of West Orange advertised for bids for the service contract entitled "2022 The Maintenance of Various Township Owned Parcels, Including Turf Maintenance, Litter and Debris Collection, Weed Control and Fall Leaf Collection and Disposal" prepared by the Engineering Division of the Township of West Orange dated January 2022; and

WHEREAS, on March 3, 2022 the Township received ONE bid for this service contract; and

WHEREAS, the Township Engineer reviewed the bid submission which included a Base Bid and Base Bids for two additional one-year periods and 57 Alternates for three one-year periods commencing April 1 and concluding November 30 in 2022, 2023 and 2024; and

WHEREAS, upon review of the proposal of D'Onofrio & Son, Inc., Landscaping and based on the funds available for this service in the 2022 Operating Budget for the Township of West Orange the Township Engineer recommends awarding the following Bid Items to D'Onofrio and Son, Inc., Landscaping, 47 Van Ness Terrace, Maplewood, New Jersey 07040:

- | | |
|---|--------------|
| 1. Base Bid - 1 - Turf Maintenance,
Litter & Debris Collection, Weed Control, Leaf Collection
All Parcels | \$103,150.00 |
| 2. Alternate 1B - 1 Maintenance of
Shrubs & Beds for Trees, Shrubs and Flowers
All Parcels | \$ 10,700.00 |
| 3. Alternate 1C - 1 Chemical & Fertilizer Application
All Parcels | \$ 36,950.00 |
| 4. Alternate 1D-1
Final Fall Clean-up | \$ 19,500.00 |
| 5. Alternate 7 - 1 Maintain Mulch in Beds
(Allowance @ \$60 per cubic yard) | \$ 6,000.00 |
| 6. Alternate 8-1 10 Rooney Circle | \$ 8,200.00 |

TOTAL **\$184,500.00**

7. Alternate 6-1 Property Cleanup and Maintenance of unspecified properties:

Initial Property Cleanup	\$95/hr.
Weekly Maintenance	\$95/hr.
Biweekly Maintenance	\$95/hr.
Fall Cleanup	\$110/hr.

for the period April 1, 2022 to November 30, 2022 and

WHEREAS, D'Onofrio & Son, Inc., Landscaping bid the same amount for the same alternates for the periods April 1, 2023 to November 30, 2023 and April 1, 2024 to November 30, 2024; and

WHEREAS, D'Onofrio & Sons, Inc., Landscaping strictly complied with all bid submission requirements and is thus the lowest responsive bidder for the services described in the Base Bid and Alternates selected; and

WHEREAS, sufficient funds exist for this contract; 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 service contract entitled "2022 The Maintenance of Various Township Owned Parcels, Including Turf Maintenance, Litter and Debris Collection, Weed Control and Fall Leaf Collection and Disposal" be awarded to D'Onofrio & Son Inc., Landscaping, 47 Van Ness Terrace, Maplewood, New Jersey 07040 in the amount of \$184,500.00 for the Base Bid-1, Alternate 1B-1, Alternate 1C-1, Alternate 1D-1, Alternate 7 - 1 with an allowance of \$6,000.00 and Alternate 8-1 for the period April 1, 2022 to November 30, 2022.

BE IT FURTHER RESOLVED that the unit prices bid in Alternate 6-1 for specific services for parcels not itemized in the Bid Documents be awarded to D'Onofrio and Son, Inc., Landscaping for Initial Property Cleanup \$95.00 per hour, Weekly Maintenance \$95.00 per hour, Biweekly Maintenance \$95.00 per hour and Fall Cleanup \$110.00 per hour for the period April 1, 2022 to November 30, 2022.

60-22
March 15, 2022

BE IT FURTHER RESOLVED by the Township Council of the Township of West Orange that the option to extend this contract for two additional one-year periods April 1, 2023 to November 30, 2023 and April 1, 2024 to November 30, 2024, for the Base Bid and Alternates described above in the amount of \$184,500.00 for each year and the unit prices in Alternates 6-2 and 6-3 be awarded to D'Onofrio & Son, Inc., Landscaping.

Karen Carnevale, Municipal Clerk

Susan McCartney, Council President

Adopted:

I hereby certify funds are available from:

BUILDING AND GROUNDS
ACCOUNT NO.: 01-2010-00-7101-116
\$184,500.00

John Gross, Chief Financial Officer

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>Type of Event/Date</u>	<u>Place</u>	<u>RL No.</u>
Our Lady of Lourdes	4.20.24 Tricky Tray	1 Eagle Rock Ave.	7860
Our Lady of Lourdes	4.20.24 On Premise 50/50	1 Eagle Rock Ave.	7861
Integrity, Inc.	5.20.24 Off Premise Merchandise	750 Eagle Rock Ave.	7862
BPOE Lodge No. 1590 West Orange	2.22.24-2.22.25 Pull Tabs	424 Main Street	7863
PTA Kelly Elementary	3.8.24 Pocketbook Bingo	555 Pleasant Valley Way	7864

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

Bill Rutherford
Council President

Adopted: February 13, 2024

R E S O L U T I O N

WHEREAS, on December 21, 1993 the Township of West Orange adopted Ordinance No. 1230-93 which authorized the Township to reimburse qualified private communities for the yearly cost of Street Lighting commencing with 1993; and

WHEREAS, there is attached hereto a report of the Township Engineer, recommending reimbursement for 2023 street lighting costs to twenty-one (21) qualified private communities which are condominiums or cooperatives in accordance with the formula for reimbursement set forth in Ordinance No. 1230-93 and codified as West Orange Revised General Ordinance No. 2-71 or in accordance with an Agreement between the private Community and the Township; and

WHEREAS, the Township of West Orange wishes to reimburse said qualified communities as set forth in the aforementioned report of the Township Engineer.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of West Orange that the qualified private communities listed on the attached report of the Municipal Engineer Zayibeth Carballo, be reimbursed, as set forth therein, for 2023 Street Lighting Costs.

BE IT FURTHER RESOLVED that the Township Business Administrator and/or Comptroller issue the appropriate checks to comply with this Resolution as soon as is feasible.

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

Bill Rutherford, Council President

Adopted: February 13, 2024

I hereby Certify funds are available from Account No. 01-2010-00-9501-148

John Gross, Chief Financial Officer

**2023 STREET LIGHTING REIMBURSEMENT
TO QUALIFIED PRIVATE COMMUNITIES**

Private Community	Road Length		No of Lights	Amount per Light	Amount to Be Reimbursed
	LF	MILES			
The Woodlands	4450	0.843	28	\$120.00	\$3,360.00
Eagle Rock Cooperative	550	0.104	6	\$120.00	\$720.00
West Essex Highlands	13167	2.494	78	\$120.00	\$9,360.00
Crystal Woods	5275	0.999	85	\$120.00	\$10,200.00
Llewellyn Park *	47520	9.000	396	\$120.00	\$47,520.00
Eagle Ridge	13135	2.488	84	\$120.00	\$10,080.00
Essex Green Villas	1800	0.341	17	\$120.00	\$2,040.00
Hilton Head North	600	0.114	5	\$120.00	\$600.00
Hilltop Villas	1300	0.246	11	\$120.00	\$1,320.00
Crown View Manor	1800	0.341	20	\$120.00	\$2,400.00
Briar Hill Villas	1000	0.189	12	\$120.00	\$1,440.00
Scenic Hills	8985	1.702	60	\$120.00	\$7,200.00
Carriage House Condominium	700	0.133	6	\$120.00	\$720.00
Crestmont Gardens	600	0.114	5	\$120.00	\$600.00
Llewellyn Gates Associates	1200	0.227	10	\$120.00	\$1,200.00
Normandie Estates	1425	0.270	8	\$120.00	\$960.00
Forest Creek	1391	0.263	9	\$120.00	\$1,080.00
Crown View Villas	1425	0.270	20	\$120.00	\$2,400.00
The Point at Crystal Lake	3724	0.705	28	\$120.00	\$3,360.00
Bel Air	13390	2.536	59	\$120.00	\$7,080.00
Vizcaya	2369	0.449	67	\$120.00	\$8,040.00
	TOTALS	23.827	1014		\$121,680.00

*Llewellyn Park amount reflects actual costs incurred by Llewellyn Park for streetlighting

RESOLUTION

WHEREAS, on November 26, 1996 the Township of West Orange adopted Ordinance No. 1421-96 which authorized the Township to reimburse qualified private communities for the yearly cost of snow removal commencing with 1995; and

WHEREAS, there is attached hereto a report of the Municipal Engineer, recommending reimbursement for 2023 snow removal costs to twenty (21) qualified private communities which are condominiums or cooperatives in accordance with the formula for reimbursement set forth in Ordinance No. 1421-96 and codified as West Orange Revised General Ordinance No. 2-73 or in accordance with an Agreement between the private Community and the Township; and

WHEREAS, the Township of West Orange wishes to reimburse said qualified communities as set forth in the aforementioned report of the Municipal Engineer.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of West Orange that the qualified private communities listed on the attached report of the Municipal Engineer Zayibeth Carballo, be reimbursed, as set forth therein, for 2023 Snow Removal Costs.

BE IT FURTHER RESOLVED that the Township Business Administrator and/or Comptroller issue the appropriate checks to comply with this Resolution as soon as is feasible.

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

Bill Rutherford, Council President

Adopted: February 13, 2024

I hereby Certify funds are available from Account No. 01-2010-00-7502-114

John Gross, Chief Financial Officer

**2023 SNOW REMOVAL REIMBURSEMENT
TO QUALIFIED PRIVATE COMMUNITIES
PROVIDING SNOW REMOVAL
FOR STREETS AND ROADS**

Private Community	Road Length		Percent of Township	Amount to Be Reimbursed
	L.F.	Miles		
Llewellyn Park *	47,520	9.000	9.5238%	\$27,306.47
The Woodlands	4,450	0.843	0.8919%	\$2,670.61
Eagle Rock Cooperative	550	0.104	0.1102%	\$330.07
West Essex Highlands	13,167	2.494	2.6389%	\$7,901.99
Crystal Woods	5,275	0.999	1.0572%	\$3,165.72
Eagle Ridge	13,135	2.488	2.6325%	\$7,882.79
Essex Green Villas	1,800	0.341	0.3608%	\$1,080.25
Hilton Head North	600	0.114	0.1203%	\$360.08
Hilltop Villas	1,300	0.246	0.2605%	\$780.18
Crown View Manor	1,800	0.341	0.3608%	\$1,080.25
Briar Hill Villas	1,000	0.189	0.2004%	\$600.14
Scenic Hills	8,985	1.702	1.8007%	\$5,392.22
Carriage House Condominium	700	0.133	0.1403%	\$420.10
Crestmont Gardens	600	0.114	0.1203%	\$360.08
Llewellyn Gates Associates	1,200	0.227	0.2405%	\$720.16
Normandie Estates	1,425	0.270	0.2856%	\$855.19
Forest Creek	1,391	0.263	0.2788%	\$834.79
Crown View Villas	1,425	0.270	0.2856%	\$855.19
The Point at Crystal Lake	5,600	1.061	1.1223%	\$3,360.76
Bel Air	13,390	2.536	2.6836%	\$8,035.82
The Vizcaya	2,369	0.449	0.4748%	\$1,421.72
TOTALS		24.182	25.5896%	\$75,414.59

TOTAL TOWNSHIP MILES 94.5

Township Snow Removal Costs for 2023 = \$315,426.95

Township Snow Removal Costs for Roads = \$299,443.95

Notes:

Amounts to be reimbursed = % of Township Roads x Township Road Cost

*Llewellyn Park reduced by \$1212 reflecting cost of road salt supplied (average of 5 tons X 5 events)

RESOLUTION

WHEREAS, pursuant to N.J.S.A. 40:67-23.2 et. seq, commonly referred to as the Municipal Services Act, the Township of West Orange entered into an Agreement with Llewellyn Park entitled “Municipal Services Agreement” and dated December 23, 2010; and

WHEREAS, the Municipal Services Agreement specified the services the Township shall provide Llewellyn Park or the cost of services the Township shall reimburse to Llewellyn Park; and

WHEREAS, the Agreement included Leaf Collection from the Park roads as a service and specifies the method for calculating the reimbursement, and it also includes the removal of obstructions such as fallen tree limbs as a service; and

WHEREAS, there is attached hereto a report of the Municipal Engineer recommending reimbursement for 2023 Leaf Collection costs to Llewellyn Park in accordance with the formula for reimbursement set forth in the Agreement with Llewellyn Park; and

WHEREAS, the Township of West Orange wishes to reimburse Llewellyn Park as set forth in the aforementioned report of the Municipal Engineer.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of West Orange that Llewellyn Park be reimbursed as set forth therein, on the attached report of the Municipal Engineer, Zayibeth Carballo, for 2023 leaf collection.

BE IT FURTHER RESOLVED that the Township Chief Financial Officer issue the appropriate checks to comply with this Resolution as soon as feasible.

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

Bill Rutherford, Council President

Adopted: February 13, 2024

I hereby Certify funds are available from Account No. 01-2010-00-7502-115

John Gross, Chief Financial Officer



TOWNSHIP OF WEST ORANGE

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

64-24

DEPARTMENT OF ENGINEERING

SUSAN McCARTNEY

Mayor

Tel: (973) 325-4160

Fax: (973) 669-9588

Email: Engineering@westorange.org

ZAYIBETH CARBALLO

Municipal Engineer

2023 LEAF COLLECTION AND OBSTRUCTION REMOVAL REIMBURSEMENT TO LLEWELLYN PARK

LEAF COLLECTION

PRIVATE COMMUNITY	ROAD LENGTH L.F.	MILES	PERCENTAGE OF TOWNSHIP	ENHANCEMENT FACTOR	AMOUNT TO REIMBURSED
LLEWELLYN PARK	47,520	9.0	9.52380%	2.0	\$81,928.54

TOTAL TOWNSHIP MILES

94.5

TOWNSHIP LEAF COLLECTION COST FOR 2023 =

\$430,125.22

NOTES:

Amounts to be reimbursed = % of Township Roads x Township Leaf Collection Cost (or obstruction removal cost) x Enhancement

RESOLUTION

**AUTHORING THE REJECTION OF THE ELEVEN BIDS RECEIVED FOR
JANITORIAL MAINTENANCE SERVICES AND APPROVAL OF
TEMPORARY EXTENSION OF CURRENT CONTRACT WITH
ONE TOTAL CLEANING SERVICES LLC AT NEW RATE**

WHEREAS, the Township of West Orange (the “Township”) issued a Request for Bid Proposal for the award of a Contract for Janitorial Maintenance Services (the “Agreement” or the “Contract”) at several municipal buildings including West Orange Town Hall, West Orange Police Building, West Orange Senior Health Center, Department of Public Works/Engineering, Department of Recreation, West Orange Police Valley Road, and West Orange Police Washington Street Sub Station; and

WHEREAS, eleven (11) sealed bids were received and opened by the Township on November 28, 2023; and

WHEREAS, on December 13, 2023 a resolution awarding the Contract was presented to the Township Council but the Township Council requested that the bid specifications be modified, and

WHEREAS, based on the need to extend the current Contract with One Total Cleaning Services, LLC (“One Total”) to perform the services pending the Township’s modifications of the bid specifications and the re-bid of the Contract pursuant to N.J.S.A. 40A:11-15, and

WHEREAS, One Total has agreed to provide the services at the rate of \$5,168.69 pursuant to an extension agreement, annexed hereto as Exhibit “A” (the “Extension Agreement”); and

NOW LET IT BE RESOLVED, by the Council of the Township of West Orange that all bids received on November 28, 2023 for Janitorial Maintenance Services be hereby are REJECTED pursuant to N.J.S.A. 40A:11-13.2(d); and be it further

RESOLVED, by the Council of the Township of West Orange that the Township enter into the Extension Agreement annexed hereto as Exhibit “A” pursuant to N.J.S.A. 40A:11-15; and be it further

RESOLVED, by the Council of the Township of West Orange, that the Mayor be and hereby is authorized to execute the Extension Agreement on behalf of the Township and the Municipal Clerk be and hereby is authorized to attest to the Mayor’s signature.

Karen J. Carnevale, Municipal Clerk

Bill Rutherford, Council President

Adopted: February 13, 2024

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

John O. Gross, Chief Financial Officer

EXHIBIT A

EXTENSION AGREEMENT FOR JANITORIAL SERVICES

THIS EXTENSION AGREEMENT made and entered into on this ____ day of December, 2024 by and between the **TOWNSHIP OF WEST ORANGE**, a municipal corporation of the State of New Jersey, located at Town Hall, 66 Main Street, West Orange, County of Essex and State of New Jersey, hereinafter called the "**TOWNSHIP**", part of the first part, and **ONE TOTAL CLEANING SERVICES, LLC**, a New Jersey limited liability company with offices at 130 Garfield Avenue, Plainfield, New Jersey 07062, hereinafter referred to as "**ONE TOTAL CLEANING**", party of the second part.

WITNESSETH THAT:

WHEREAS, the **TOWNSHIP** previously awarded **ONE TOTAL CLEANING** a Contract for Janitorial Services at seven (7) buildings owned and operated by the **TOWNSHIP** (the "Contract") on December 14, 2021 which was scheduled to expire on December 31, 2023; and

WHEREAS, the **CONTRACT** set forth an annual base bid of \$56,624.24 per year with additional optional rates for floor buffing at \$35 per hour and shampooing carpeting at \$150 per hour; and

WHEREAS, the **TOWNSHIP** and **ONE TOTAL CLEANING** agree to extend all terms and conditions set forth in the **CONTRACT** for an additional period of time from January 1, 2024 through March 31, 2024 to allow the Township to re-bid the **CONTRACT** pursuant to N.J.S.A. 40A:11-15 at the new monthly rate of \$5,168.69, representing an additional \$450 per month due to the increase of minimum wage in 2024; and

NOW, THEREFORE, in consideration of the mutual promises, terms and conditions hereinafter set forth, the parties hereto agree as follows:

1. **ONE TOTAL CLEANING** hereby agrees to extend the services and other covenants set forth in the **CONTRACT**, at the new monthly rate of \$5,168.69 for the period of January 1, 2024 through March 31, 2024 and agrees that all other terms and conditions set forth in the **CONTRACT** shall continue during this extension period.

IN WITNESS THEREOF, the parties have set their hands and seals the day and year first above written.

TOWNSHIP OF WEST ORANGE

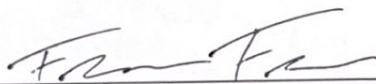
ATTEST:

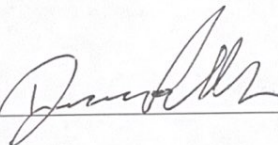
KAREN J. CARNEVALE, R.M.C.

By: _____
SUSAN MCCARTNEY, MAYOR

WITNESS:

**ONE TOTAL CLEANING SERVICES,
LLC**



By: _____


Resolution

Authorizing Disposal of Surplus Property

WHEREAS, the Township of West Orange is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Township is desirous of selling said surplus property in an “As is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the West Orange Council of the Township of West Orange:

- (1) The sale of the surplus property shall be conducted through Municibid pursuant to State Contract 19-GNSV1-00696 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with Municibid is available online at www.municibids.com and available on the Township Website.
- (2) The sale will be conducted online and the address of the auction site is www.municibid.com at a date and time to be determined.
- (3) There is no listing fee charged to the Township.
- (4) The sale will be conducted pursuant to N.J.S.A 40A:11-36 and Local Finance Notice 2019-15.
- (5) A list of the surplus property is attached as “Exhibit A” hereto.
- (6) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (7) The Township reserves the right to accept or reject any bid submitted.

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

Bill Rutherford
Council President

Adopted: February 13, 2024

EXHIBIT "A"**2024 AUCTION LIST**

<u>VEHICLE</u>	<u>YEAR</u>	<u>MAKE/MODEL</u>	<u>VIN#/ SERIAL #</u>
ENGINE 5	1993	E-One Fire Engine	4ENDAAA84P1002489
LADDER 2	1990	E-One Ladder Truck 110' Aerial	46JDBBA81L1003472
DPW 165	2008	Ford Ranger 4x2	1FTYR10U68 PA04736
BUS 5	2016	Gosen/Ford/Bud	1FD4E4FS4GDC56930
FIRE 3	2006	Ford Expedition 4x4	1FMPU16566LA50769
FIRE 4	2001	Ford F350 Pick up 4x4	1FTNW21L21EA86747
Health 8	2006	Ford Escape 4 Door	1FMYU93186KB33677
Police 12	2017	Ford Explorer	1FM5K8AR3HGE01097
Health 6	2007	Ford Crown Victoria	2FAFP73V57X1129
Building 8	2009	Ford Escape	1FMCU593X9KA42457
DPW 160	2007	Ford F350 Pick-up 4x4	1FTWF31587EA84229
DPW 41	2007	Ford F350 Pick-up 4x4	1FDXF47P87EA84679
Recreation 5	2006	Ford Explorer	1FMEU3E16ZA13561
DPW 4	2000	Ford F350 Pick-up 4x4	1FDXF47F5YEE06798
DPW 37	2004	Chevy Exp Van	21GCGG25V141233430
Police 16	2005	Ford Crown Victoria	2FAFP71W05X107775
Recreation 4	2001	Ford Crown Victoria	2FAFP71WX1X180517
Fire 7	2007	Ford Expedition Wagon	1FMEU73E97UA97238
Recreation 14	1999	Toro/ Gounds Master	80983
DPW 55	1998	John Deere/544H Loader	DW544HX568572

RESOLUTION

WHEREAS, the Township of West Orange proposes 2023 NJDOT Local Transportation Project Funds (LTPF) Grant Project for Walker Road (from Gregory Avenue to S. Valley Road), S. Valley Road (from Walker Road to the Township Line with South Orange) and Rooney Circle Improvement Project; and

WHEREAS, to design and specify these improvements the Township requires the services of a professional Engineering and Land Surveying firm; and

WHEREAS, the Township Engineer prepared a Request for Proposal dated January 19, 2024 for these professional design services; and

WHEREAS, the Township Engineer solicited a proposal from six professional Engineering and Land Surveying firms; and

WHEREAS, Neglia Engineering Associates responded to the Request for Proposal; and

WHEREAS, by letter dated February 6, 2024, the Municipal Engineer recommended a professional services contract be awarded to Neglia Engineering Associates, 34 Park Avenue, P.O. Box 426, Lyndhurst, NJ 07071 for professional Engineering and Land Surveying services associated with the 2023 NJDOT Local Transportation Project Funds (LTPF) Grant Project for Walker Road (from Gregory Avenue to S. Valley Road), S. Valley Road (from Walker Road to Township line with South Orange) and Rooney Circle Improvement Project; and

WHEREAS, Neglia Engineering Associates responded to the Township's Request for Qualifications for Professional Services for 2024; and

WHEREAS, sufficient funds exist for the services outlined in the proposal of Neglia Engineering Associates; and

WHEREAS, the Township Council concurs in the foregoing.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of West Orange, New Jersey that a professional services contract be awarded to Neglia Engineering Associates to provide professional Engineering and Land Surveying services for 2023 NJDOT Local Transportation Project Funds (LTPF) Grant Project in an amount not to exceed \$28,800.00.

BE IT FURTHER RESOLVED that a copy of this Resolution be published in the West Orange Chronicle within ten (10) days of its approval as required by State Statute.

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

Bill Rutherford, Council President

Adopted: February 13, 2024

I hereby certify funds are available from:

Account No.
2024 Budget
\$28,800.00

John Gross, Chief Financial Officer

EXPERIENCED
DEDICATED
RESPONSIVE



REQUEST FOR PROPOSALS
FOR
LTPF FY 2023 NJDOT LOCAL
TRANSPORTATION PROJECT FUNDS
WALKER ROAD (FROM GREGORY AVE TO
S. VALLEY RD), S. VALLEY ROAD
(FROM WALKER RD. TO TWP. LINE WITH
S. ORANGE) AND ROONEY CIRCLE

67-24

February 2, 2024

prop24@negliagroup.com



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

LYNDHURST

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

MOUNTAINSIDE

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

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Section 1

Executive Summary

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

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

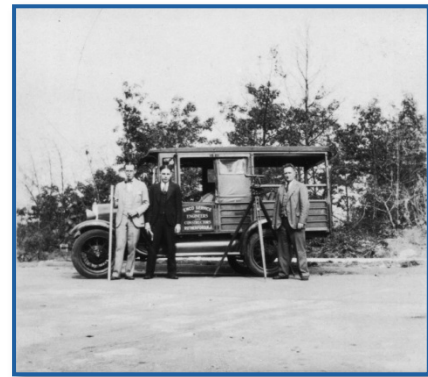
Why Neglia Group? Because-we are best characterized by three words: **Experienced, Dedicated, Responsive.** Michael J. Neglia and the Neglia team are ready and professionally capable to take municipal projects from the preconstruction meeting to project closeout. We look forward to our contribution to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

Background of Neglia Group

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

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

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



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

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

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

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

Company Technical Skills

Construction Supervision/Management

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

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

Services

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

Civil Engineering

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

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

Services

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

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

Traffic Engineering

TRAFFIC OPERATIONS

Traffic Sign System Design

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

Traffic Signal Design, Timing, Operation and Modification

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

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

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

Accident Analysis and Countermeasure Development for High-Frequency Locations

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

TRAFFIC OPERATIONAL ANALYSES

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

Signing and Pavement Marking Inventory System Development/Management

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

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

TRANSPORTATION PLANNING

Planning, Conducting, Coordinating, and Analyzing Traffic Surveys

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

Traffic Demand and Traffic Assignment Model Development

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

TRAFFIC DESIGN

Roadway System Conceptual Design

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

Parking Lot Design and Analysis

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

Pavement Marking Design

Roadway striping plans for intersections that include details such as left-turn bays, crosswalk treatments, and directional pavement arrows, are routinely submitted for agency review and approval. The Manual on Uniform Traffic Control Devices serves as our starting reference, which is then applied to the specific

needs of the project. Our various streetscape projects have provided specification expertise with respect to midblock crosswalks and raised intersections. Additionally, Neglia has experience in bid process coordination and grant management, qualities needed in many streetscape projects.

Municipal Planning

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

- Appointed Municipal Planner
- Appointed Planning Board Planner
- Appointed Zoning Board Planner

Planning deliverables that we have recently completed include:

- Master Plan Reexamination Reports
 - Lyndhurst
 - Roselle Park
 - Rutherford
- Master Plan Housing Element
 - Rockleigh
 - Rutherford
- Land Use Ordinance Revisions
 - Kearny
 - Rutherford
 - Summit
 - North Arlington
- Areas in Need of Rehabilitation or Redevelopment
 - Rutherford
 - Roselle Park
 - Lyndhurst
 - Bergenfield
 - Wallington
 - Kearny
- Vacant Land Use Analyses
 - Wallington
 - Rutherford

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

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

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

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

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

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

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

Abandoned Mine Closure and Monitoring

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



Land Development Engineering

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

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

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

Services

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

Sanitary Sewer Engineering

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

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

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

Services

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

Recreational Facility Planning and Design

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

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

Landscape Architecture Services

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

Services

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

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

Sustainable Solutions

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

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

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

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

Surveying and GIS

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

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

Services

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

Storm Water Management

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

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

Firm Certifications and Pre-Qualifications

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

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

A Half Century of Municipal Engineering Services

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

Certificates

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

Section 2

Standard Requirements of Technical Proposal

A. **Key Organization and Contact**

Michael J. Neglia, P.E., P.L.S., P.P., C.M.E., C.P.W.M.
President
Neglia Group
34 Park Avenue
Lyndhurst, NJ 07071
Tel: (201) 939-8805
Fax: (201) 939-0846

Location of Services and Lead Engineer

Brian A. Intindola, P.E., P.P., C.M.E., C.P.W.M.
Principal
Neglia Group
34 Park Avenue
Lyndhurst, NJ 07071
Tel: (201) 939-8805
Fax: (201) 939-0846

B. **Experience**

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

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

C. **Key Personnel Resumes-Licensure**

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

D. **Office Location**

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

E. **References**

See attached Project Summaries along with list of References.

Scope of Services

The scope of work for this contract shall include all work required for the preparation of plans and specifications for the project "LTPF FY 2023 NJDOT LOCAL TRANSPORTATION PROJECT FUNDS WALKER ROAD (FROM GREGORY AVE TO S. VALLEY RD), S. VALLEY RD (FROM WALKER RD. TO TWP. LINE WITH S. ORANGE) AND ROONEY CIRCLE."

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

1. Land Surveying Services:

- A. Topographic Survey and Base Mapping that will provide a topographic field survey and base mapping suitable for the proposed improvements, which will include, but will not be limited to, the following items:
 - 1. Establishment of centerline of existing street.
 - 2. Topographic survey of all trees, shrubs, walls, driveways, walks, steps, and other existing features within the ROW and farther where necessary to the proposed improvements.
 - 3. Right of way will be shown from available Township Tax Map information.
 - 4. Topographic Survey including additional topography behind the curb and sidewalk of the roadways and at road intersections;
 - 5. Top and Bottom of curb elevations, storm inlets with inverts and pipe sizes, sanitary manholes with rim elevations, and any other utilities visible on the roadways will need to be located;
- B. Establish horizontal control based on North American Datum 1983 (New Jersey State Plane Coordinate System-NAD 83) and North American Vertical Datum 1988 (NAVD 88);
- C. Benchmark(s) to be set on site for future use;
- D. Existing conditions/Survey Control plan;
- E. Coordinate utility mark-outs;

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

2. Civil Engineering Services:

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

- G. Coordinate with WO Traffic Bureau for the preparation of traffic control and detour plans;
- H. Prepare construction details;
- I. Plan Set to include but not limited to Cover Sheet, Existing Conditions/Survey Control Plan, Demolition Plan, Construction Plan, Grading and Utility Plan, Soil Erosion and Sediment Control Plan and Details, Traffic Control and Detour Plans, and Construction Details;
- J. Include one (1) meeting with Township Officials for Preliminary Design;
- K. Bid Package that includes bid set of plans and construction specifications in accordance with public bidding laws;

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

The cost of services shall be for a complete design and one (1) bid package including cost estimates, plans, specifications and bid documents (twenty copies for each) for bidding purposes including detour plans. All plan specifications and bid documents shall be in conformance with the latest New Jersey Department of Transportation specifications.

Proposals shall be on a lump sum basis. Hourly rates shall be submitted with all proposals for any additional work.

Scope of Services Qualification

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

Description of Technical Process

Project Management Plan

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

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

Onsite Supervision

On-site supervision consists of choreographing the staging needs of a project while keeping in mind client specific preferences and seasonal variations with respect to construction and facility demands. Many on-

site issues and concerns can be worked out at the preconstruction meeting and staging can be adjusted on an hourly basis if needed.

Coordination

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

Section 3

Financial Proposal

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

HOURLY BILLING RATES 2024

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

Notes:

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

RATE SHEET

Township of West Orange	Walker Road, S. Valley Road and Rooney Circle		
Construction Administration and Inspection			
Neglia Group			
Township of West Orange			
2024 Road Project			
Walker Road, S. Valley Road and Rooney Circle			
Project Cost Summary			
Design, CM & Cores			
Neglia Group			
Task	Lump Sum		
Land Surveying Services*	\$ 9,600.00		
Civil Engineering Services	\$ 13,200.00		
LTPF FY 2023 PMRS Coordination	\$ 1,200.00		
Bid Phase Services	\$ 1,500.00		
Design Services During Con	\$ 2,700.00		
Plan Reproduction	\$ 600.00		
Design Total (Lump Sum) (45 Calendar Days)	\$ 28,800.00		
Construction Administration (90 Calendar Days)**	\$ 23,400.00		
Material Testing (Pavement Cores)***	\$ 7,200.00		
Project Total	\$ 59,400.00		
*Right of way to be represented through the utilization of existing Tax Maps. The use of Tax Maps may not support a boundary survey Deliverable			
**Please separate CM proposal			
***Coring and Testing Consultant to be approved Township vendor			

Neglia Group Key Staff

Team Qualifications

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

RESUMES OF KEY STAFF

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

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

A few of the municipalities that Mr. Neglia is the Municipal Engineer to include: the Borough of North Arlington, Borough of Wood-Ridge, Borough of Norwood, Town of Kearny, Borough of Maywood, Township of Lyndhurst, Borough of Harrington Park, as well as the appointed Engineer for the Bergen County Parks Department. He also continues to serve on numerous Planning Boards and Zoning Boards. Mr. Neglia's ongoing interest in seminars in Surveying, Computer Aided Design, and Engineering has enabled him to be up to date with the field and provide excellent leadership, two key elements for the further growth of our company.

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

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

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

In addition, Mr. Polyniak has extensive municipal engineering and planning experience. He serves as the firm's municipal engineering representative for the Borough of Carlstadt, Harrington Park, Maywood, Park Ridge, and Rockleigh. He also represents the firm as the City of Hackensack's Zoning Board of Adjustment's and Planning Board's Engineer and Planner. Mr. Polyniak is also the municipal planning representative for the Town of Kearny, Borough of Rockleigh, and City of Hackensack on an as requested basis. He has provided both engineering and planning testimony as a municipal representative and as a private development expert on over hundreds of occasions.

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

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

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

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

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

Prior to joining the Neglia Group, Mr. Juzmeski was a Senior Staff Engineer, in the Site-Civil Engineering Division of Langan Engineering and Environmental Services at the corporate office in Elmwood Park, New Jersey. His experience includes work throughout New Jersey, New York, Connecticut, and Pennsylvania, with projects of varying types such as retail, residential, multi-residential, office, industrial, educational, municipal, and public.

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

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

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

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

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

Featured projects are:

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

Education:

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

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

Professional Qualifications and Associations:

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

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

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

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

- New Jersey Professional Engineer
- New Jersey Professional Planner
- New Jersey Certified Municipal Engineer

- American Society of Civil Engineers (ASCE)
- Stormwater Management Design Review Course Certificate

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

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

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

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

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

- New Jersey Professional Planner
- American Institute of Certified Planners

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

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

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

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

Featured projects are:

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

Professional Qualifications and Associations:

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

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

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

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

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

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

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

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

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

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

Featured projects are:

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

Professional Qualifications and Associations:

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

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

YASSEEN SAAD, P.E., Project Manager

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

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

Featured projects are:

- Sandford Avenue Pump Station and Sanitary Sewer Improvements, Kearny, New Jersey
- Fish House Road & Pennsylvania Avenue Water Main Reconstruction, Kearny, New Jersey

- Woodcrest Drive Pump Station Improvements, Woodcliff Lake, New Jersey
- Knickerbocker Baseball Field Improvements Design and Construction Management, Norwood, New Jersey
- Norwood Dog Park Design and Construction Management, Norwood, New Jersey
- Summit Avenue Roadway Improvements, Hackensack, New Jersey
- Maple Street and Highland Avenue Roadway Improvements, Kearny, New Jersey
- Norwood 2022 Municipal Road Program, Norwood, New Jersey

Education:

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

Professional Qualifications and Associations:

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

SCOTT LOVERICH, P.E., Project Manager

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

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

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

- New Jersey Licensed Professional Engineer

- Stormwater Management Design Review Course Certificate

JAMES LYLE, Senior Design Engineer

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

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

Featured projects are:

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

Education:

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

Professional qualifications and associations:

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

MATEO LUZURIAGA, Senior Design Engineer

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

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

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

Featured projects are:

- Bergen County Sport Court Improvements Project
- Lot E Parking Lot Improvements in Hackensack

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

Professional qualifications and associations:

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

ALLY TIERNEY, Senior Design Engineer

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

Featured projects are:

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

Professional qualifications and associations:

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

AUGUST MATARAZZO, Senior Design Engineer

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

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

HALEY MROZ, Design Engineer

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

Featured projects are:

- Kearny and Bergen Avenue Roadway Improvements
- 2022 Kearny Roadway Improvements and Lead Pipe Service Replacements

- KUEZ Midland Streetscape Improvements
- Contract 4, Bergen County Road Program
- Park Ridge Roadway Improvements
- River Street Sewer Separation

JOHN WEBER, Design Engineer

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

Featured projects are:

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

LAUREN ROBERSON, Design Engineer

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

Featured projects are:

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

MICHAEL GORMLEY, Design Engineer

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

JAMMY VARGAS, Design Engineer

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

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

Featured projects are:

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

KATHERINE ORELLANA, Design Engineer

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

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

Featured projects are:

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

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

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

In addition Mr. Sabol is involved with the following:

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

Featured Projects are:

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

Education:

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

Professional Qualifications and Associations:

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

- Pennsylvania Licensed Landscape Architect

SURVEYING/GEOSPATIAL DIVISION

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

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

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

Featured Projects are:

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

Education:

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

Professional Qualifications and Associations:

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

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

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

Mr. Caprio is responsible for administering GIS databases, managing dozens of municipal, county, state, and private datasets, and directing the interactive and static map deliverables our clients use on a daily

basis. Since joining Neglia, Mr. Caprio has increased data management support for existing clients and created reliable workflows to efficiently manage datasets in the Utilities, Roads, Tax, Public Safety, and Land Management sectors.

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

PATRICK PROCTOR, CAD Manager

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

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

MICHAEL TOMLINOVICH, GIS Specialist

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

Mr. Tomlinovich responsibilities include building and managing of GIS databases and related county, municipal, state, and private datasets. Mr. Tomlinovich has contributed to the development of improved

workflows of projects involving this data, most recently in the Utilities and Tax sectors, and the improvement of data functionality and visibility for public and private clients.

Featured projects are:

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

Education:

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

Professional Qualifications and Associations:

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

JOHN LOPRESTI, Crew Chief

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

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

CONSTRUCTION DEPARTMENT

JASON R. MENZELLA, Director of Construction

As Director of Construction for the Neglia Group, Mr. Menzella oversees day-to-day construction administration operations. His twenty years of experience includes a wide array of construction projects involving roadway reconstruction, construction of ADA curb ramps, asphalt milling and paving, sanitary and storm signals, bridge construction, athletic fields (synthetic and grass), playgrounds, steam cleanings, utility relocations and all levels of maintenance and protection of traffic. His experience also includes overseeing projects with water mains ranging from 8" main replacement to 15", as well as emergency repairs on 30" mains.

Featured projects are:

- Town of Kearny, Ivy Street Water Main Improvements – Chief Inspector. Project included the installation of an 8-inch watermain 1000 L.F. Project involved 125 one-inch water services, including milling, paving, and four fire hydrants.

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

Professional Qualifications and Associations:

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

DINO MENZELLA, Assistant Director of Construction

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

Featured projects are:

- **New Jersey Turnpike Authority Secaucus Interchange/Seaview Drive Extension – Inspector** The project involved the construction of a ramp network over and under the mainline for the movements to and from the NJ Turnpike’s Eastern spur. The project included Two (2) new bridge structures, bridge widening, deck replacement, a multi-lane toll plaza, utility building and tramp connections to the Seaview Drive extension. (Approximate project cost \$180 million)
- **North Bergen – Sanitary Sewer Repairs - Inspector** The project included the removal and replacement of existing sanitary sewers up to 14’ deep. Mr. Menzella was responsible for monitoring sheeting, utility relocation, controlled backfill and OSHA safety procedures. (Approximate Project cost of \$2 million).
- **North Bergen – 10th Street and Grand – Inspector** Project consisted of major traffic signal replacement, foundations, replacement of junction boxes, conduit installation, wiring, installation of Aluminum Poles and loop detectors. (Approximate Construction Cost of \$1.8 Million).
- **Township of Lyndhurst - Lewandowski Street – Lead Inspector.** This project consisted of water main, concrete curbs and sidewalks, storm drainage and asphalt. (Approximate Construction Cost \$720K).
- **Township of Lyndhurst – Town Hall Park -Phase 2 – Lead Inspector.** Bandshell, block wall, Staged Phase 3 – Electric with theatrical wiring. (Approximate job cost \$295K).
- **Township of Lyndhurst – Town Hall Park – Phase 3 – Lead Inspector.** Storm Drain, New Decorative fountain with control chamber. Concrete curb and sidewalk, brick pavers, Gazebo, Block seat walls and seating for Band shell. (Total job cost \$1.4 million)
- **Borough of Wood-Ridge – Donna Ricker Memorial Field – Lead Inspector.** Project included field turf surface for football, baseball, and softball fields. Fence system and backstops. Track surface and infield events. Concession stands, bathrooms, and storage buildings. (Total job cost \$2.1 million)
- **Bergen County, NJ (Paramus) – Bergen Regional Hospital - Inspector** Road resurfacing, concrete curb, and sidewalk. Coordinated communication with Hospital and staff daily. (Total job cost \$900K)

- **Bergen County – Overpeck Park – Inspector.** The project included storm drainage, irrigation system, and development of new baseball and softball fields for natural surfaces. 2 Turf Soccer fields with cooling system. 6 tennis courts, Bike pathway, Roadway into and out of park, parking lot construction, Musco lighting system. All infrastructure into park, electric, water, fiber optic telephones. Landscaping, comfort stations, maintenance building and amphitheater. (Project cost \$27 million)

Professional Qualifications and Associations:

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

DAVID SURACE, Chief Inspector / Sr Construction Manager

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

Professional experience:

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

Professional Qualifications and Associations:

- New Jersey Society of Asphalt Technologist
- HMA Asphalt Construction Technician
- Licensed and Certified Home and Construction Inspector
- NYU Construction Drawings Level I and II
- NYU Project Management Level I
- AHIT – Home and Construction training
- NYU – Fundamentals and interpretation of construction drawings.
- NYU – Managing and scheduling of construction projects.
- NJSAT – Understanding asphalt material, methods, equipment, and compaction

FRANK ZANGARI, Inspector / Construction Manager

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

Professional experience:

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

Education, Training, Certifications:

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

Featured Projects:

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

KEVIN BILIN, Licensed Wastewater Operator

Mr. Bilin joined the Neglia Group in 2014. He brings with him over thirty-one (31) years of diversified experience in the fields of public works, construction inspection, and Borough Administration. Working primarily in the public sector for most of his career, Mr. Bilin has an ingrained knowledge of how budget proceedings and various other municipal processes take place. Mr. Bilin is a Licensed C- 3 Collection System Wastewater Operator and a Licensed S-3 Public Wastewater Treatment System Operator. He holds a B.S. in Biology from Loyola University of Chicago (1975).

THOMAS J. KOBYLINSKI, Construction Manager

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

Professional Experience:

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

Professional Training:

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

Professional Qualifications and Associations:

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

RONALD SIMS, Construction Inspector

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

Construction Management/ Construction Observation

- Supervise the full reconstruction of roadways, storm water and sanitary sewer structures within the municipalities of the Northern NJ Region.
- Oversee and coordinate the renovation of municipal owned properties, parks, and synthetic sports complexes.
- Provide technical assistance for NJDOT Highway Construction contracts.

- Monitored State and Federal policies for construction funding compliances.
- Interface with the local utility companies regarding services, repairs, and location conflicts.
- Performed the evaluations of the plans, specifications, and documents for constructability and completed all assignments efficiently.

Education

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

Professional Qualifications and Associations:

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

Section 4

Previous Experience

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

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

Table 1 – Neglia Group’ Board Clients

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

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

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

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

Table 3 – Company References

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

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

Project Summaries

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

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

Section 5

Appendices

Required Documents

Business Registration Certificate/Certificate of Employee Report

Certifications/Professional Licenses/Project Summaries

New Jersey Business Registration Certificate & Certificate of Employee Information Report

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

Certification 7254	
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-Mar-2023 to 15-Mar-2026	
NEGLIA ENGINEERING ASSOCIATES 34 PARK AVENUE LYNDHURST NJ 07071	  ELIZABETH MAHER MUOIO State Treasurer

LYNDHURST

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

MOUNTAINSIDE

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

Request for Taxpayer Identification Number and Certification

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

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

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Neglia Engineering Associates	
	2 Business name/disregarded entity name, if different from above Neglia Group	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ►	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
	5 Address (number, street, and apt. or suite no.) See instructions. 34 Park Avenue, PO Box 426	Requester's name and address (optional)
	6 City, state, and ZIP code Lyndhurst, New Jersey 07071	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

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

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

Social security number									
			-				-		
or									
Employer identification number									
2	2		-	1	9	0	0	0	8 1

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here	Signature of U.S. person ► <i>Maria Sposato</i>	Date ► January 22, 2024
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General Instructions

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

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

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

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

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

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



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

NOTICE OF CONSULTANT PREQUALIFICATION

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

☐ INITIAL ☐ REVISED ☒ RENEWAL

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

☐ MBE ☐ WBE ☐ SBE ☐ VOB

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

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

PREPARED BY:

Pamela Sullivan

PAMELA SULLIVAN
MANAGER, PREQUALIFICATION UNIT

APPROVED BY:

Richard S. Flodmand

RICHARD S. FLODMAND
DEPUTY DIRECTOR

By Christopher Geary, Assistant Deputy Director

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

**CONSULTANT NOTICE OF PREQUALIFICATION**

for

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

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

Effective Date: March 2, 2023

Expiration Date: March 15, 2025

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

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

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/30/2024

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

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

PRODUCER Bogle Agency Insurance 200 Stuyvesant Avenue P.O. Box 236 Lyndhurst NJ 07071	CONTACT NAME: Philip G. Bogle PHONE (A/C, No, Ext): (201) 939-1076 FAX (A/C, No): (201) 939-3423 E-MAIL ADDRESS: pgbogle@bogleagency.com														
INSURED Neglia Engineering Associates Inc. 34 Park Avenue PO Box 426 Lyndhurst NJ 07071-1012	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Selective Casualty Insurance Company</td><td>14376</td></tr><tr><td>INSURER B: Selective Insurance Co of America</td><td>12572</td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Selective Casualty Insurance Company	14376	INSURER B: Selective Insurance Co of America	12572	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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COVERAGES**CERTIFICATE NUMBER:** CL2361247864**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ X, C, U Included GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:			S 3204159	06/15/2023	06/15/2024	<table><tr><td>EACH OCCURRENCE</td><td>\$ 2,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 500,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 15,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 2,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 4,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 4,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 2,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000	MED EXP (Any one person)	\$ 15,000	PERSONAL & ADV INJURY	\$ 2,000,000	GENERAL AGGREGATE	\$ 4,000,000	PRODUCTS - COMP/OP AGG	\$ 4,000,000		\$
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B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	WC 9004000	06/15/2023	06/15/2024	<table><tr><td>☒ PER STATUTE ☐ OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 1,000,000</td></tr></table>	☒ 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						
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

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

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

AUTHORIZED REPRESENTATIVE

Phil G. Bogle/MB

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

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

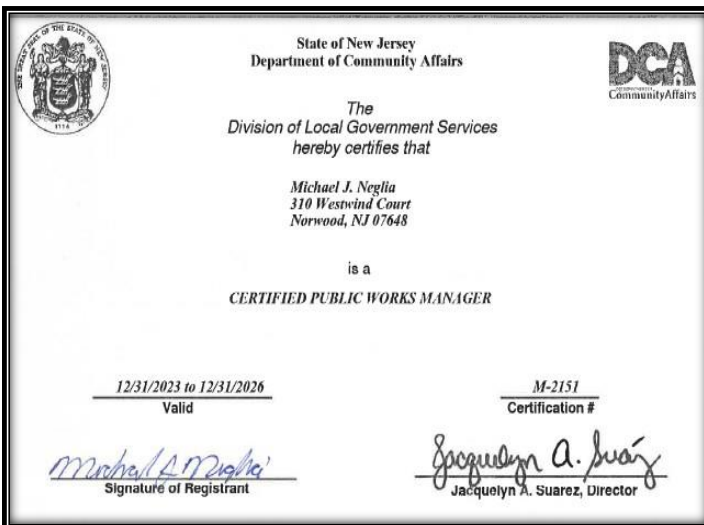
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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
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A	Professional Liab.			AEH008231806	2/20/2023	2/20/2024	Each Claim 5,000,000

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

CERTIFICATE HOLDER Township of West Orange Department of Engineering 25 Lakeside Avenue West Orange, NJ 07052	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
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Michael J. Neglia, P.E., P.P., P.L.S., C.M.E., C.P.W.M.



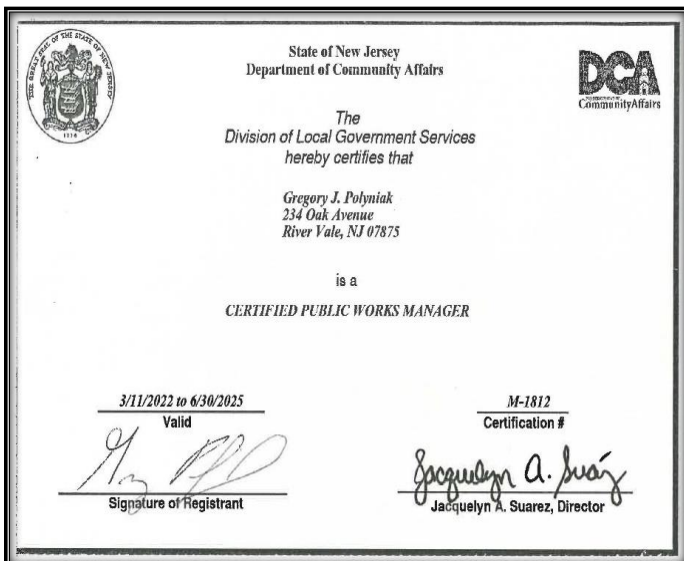
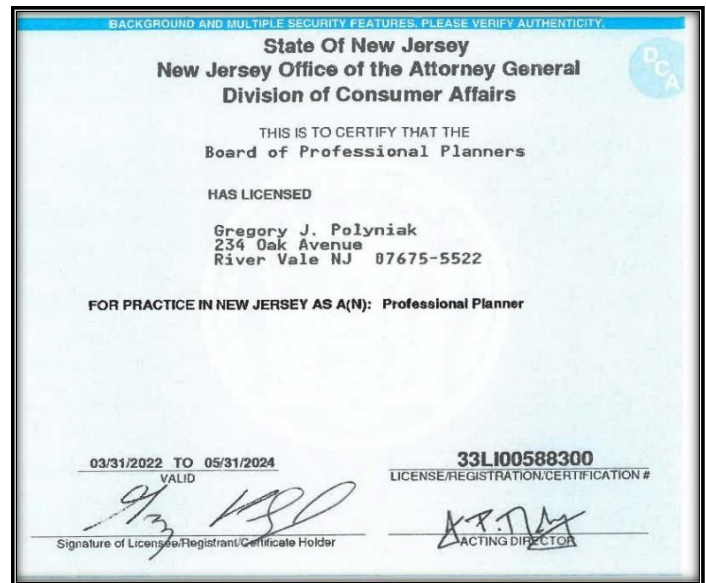
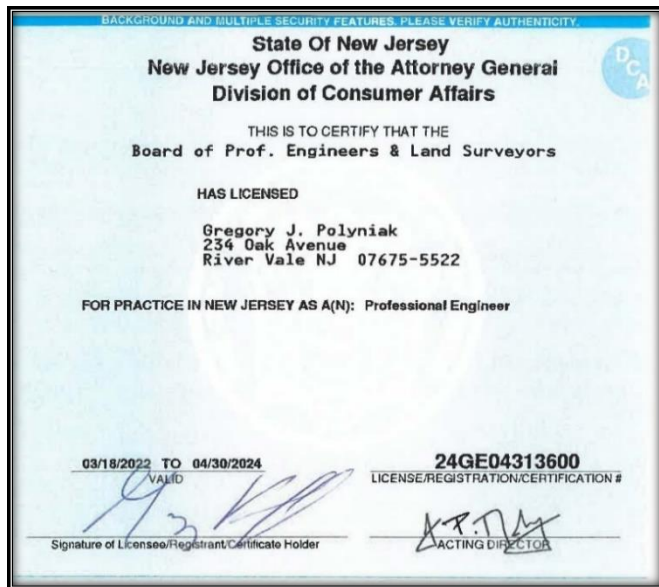
LYNDHURST

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

MOUNTAINSIDE

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

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



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



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

Last Name	First Name	Training Expiration Date	Reviewer ID
Solfaro	Thomas	2023-10-22	IHKA5AV4

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



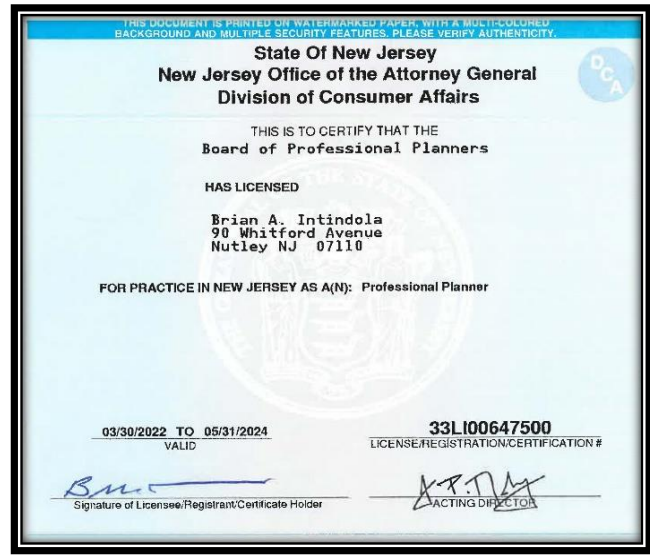
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Brian A. Intindola, P.E., P.P., C.M.E., C.P.W.M.



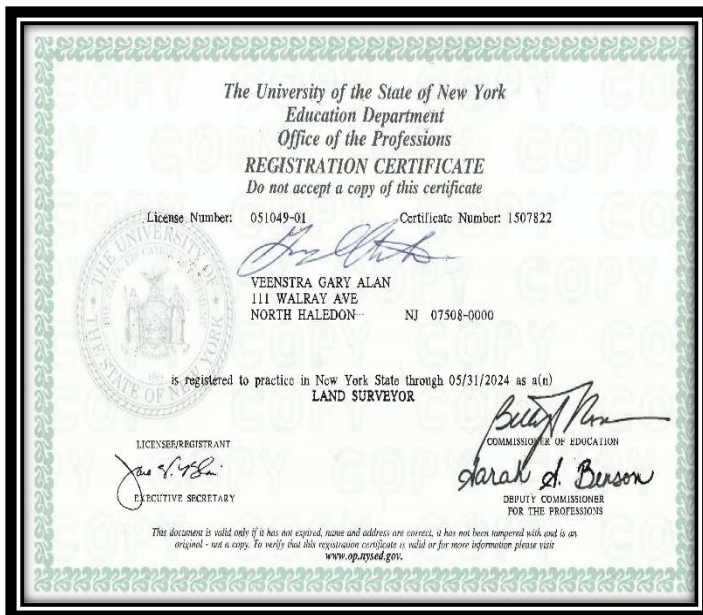
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Gary A. Veenstra, P.L.S., C.F.S.



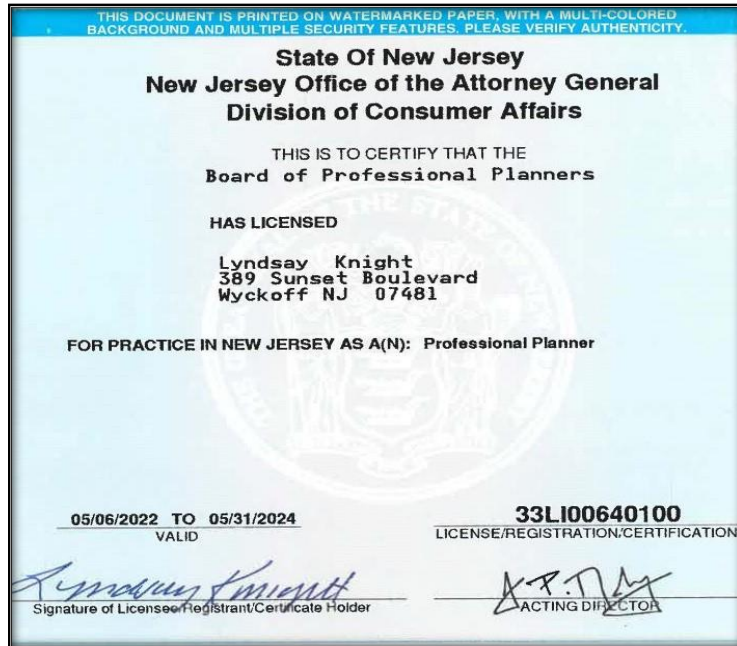
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Lyndsay Knight, P.P., AICP



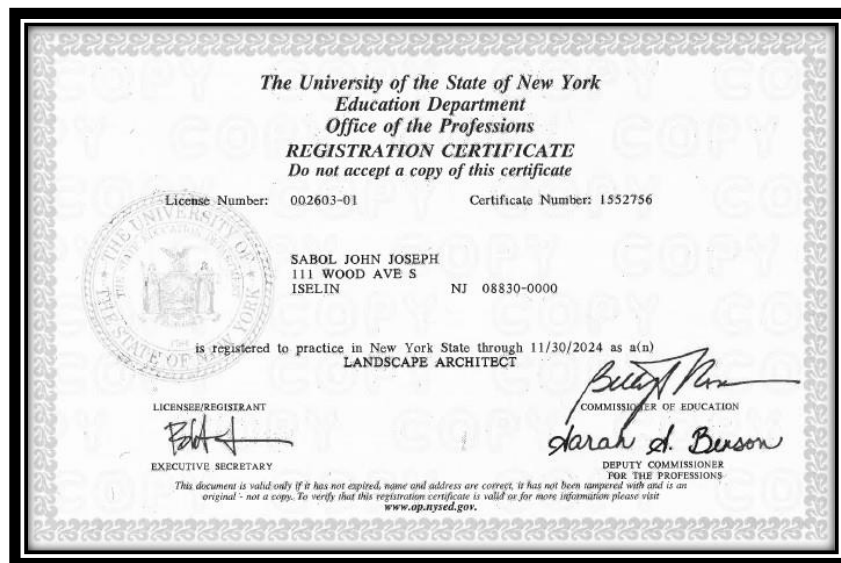
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John Joseph Sabol, L.L.A.



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PROJECT SUMMARY

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

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

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

Project at a Glance

Client: City of Hackensack

Contact:

Susan Banzon
City Project Manager
(201) 646-7596

Location: Hackensack, NJ
Bergen County

Services Provided:

Investigation, Design, Engineering Services
Bid Coordination

Completion: November 2020

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



Cedar Avenue

LYNDHURST

34 Park Avenue
PO Box 426
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p. 201.939.8805 f. 201.939.0846

MOUNTAINSIDE

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

PROJECT SUMMARY

Township of Berkeley Heights
Berkeley Heights, NJ

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

Project at a Glance

Client:

The Township of Berkeley Heights

Contact:

Ms. Liza Viana, Township Administrator
(973)-464-2700

Location:

Berkeley Heights, NJ
Union County

Services Provided:

Topographic Survey
Construction Management
Engineering Design

Completion:

February 2020

Construction Value:

\$350,313.42



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p. 201.939.8805 f. 201.939.0846

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200 Central Avenue
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PROJECT SUMMARY

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

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

Project at a Glance

Client:

The Township of South Hackensack

Contact:

Donna Gambutti, RMC
201-440-1815 ext. 104

Location:

South Hackensack, NJ
Bergen County

Services Provided:

Traffic Engineering
Design Engineering
Survey
Construction Management
Bid Coordination

Completion:

November 2017

Construction Value: \$450,000



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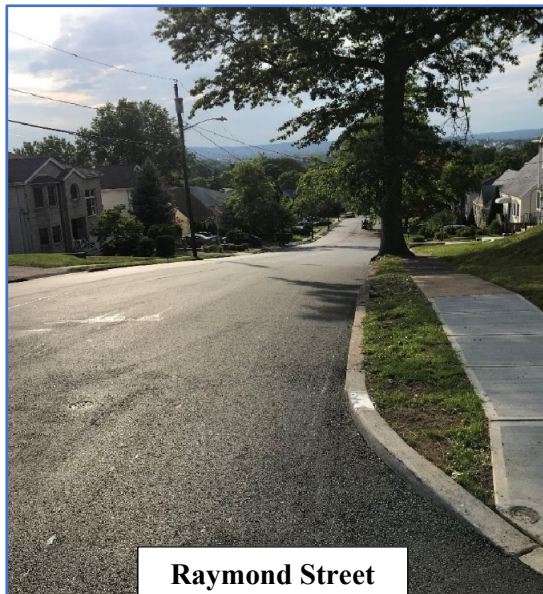
200 Central Avenue
Suite 102
Mountainside, NJ 07092
p. 201.939.8805 f. 732.943.7249

PROJECT SUMMARY

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

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

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



Project at a Glance

Client: Borough of Hasbrouck Heights

Contact:

Laurie Varga, Borough Administrator
(201) 288-0195

Location: Hasbrouck Heights, NJ, Bergen County

Services Provided:

Investigation
Design
Survey
Engineering Services

Completion: June 2020

Construction Value: \$720,000

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MOUNTAINSIDE

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Suite 102
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p. 201.939.8805 f. 732.943.7249

PROJECT SUMMARY

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

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

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



Rockleigh Road

Project at a Glance

Client: Borough of Rockleigh

Contact:

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

Location:

Rockleigh, NJ
Bergen County

Services Provided:

Construction Management
Design
Engineering Services
Bid Coordination

Completion: July 2019

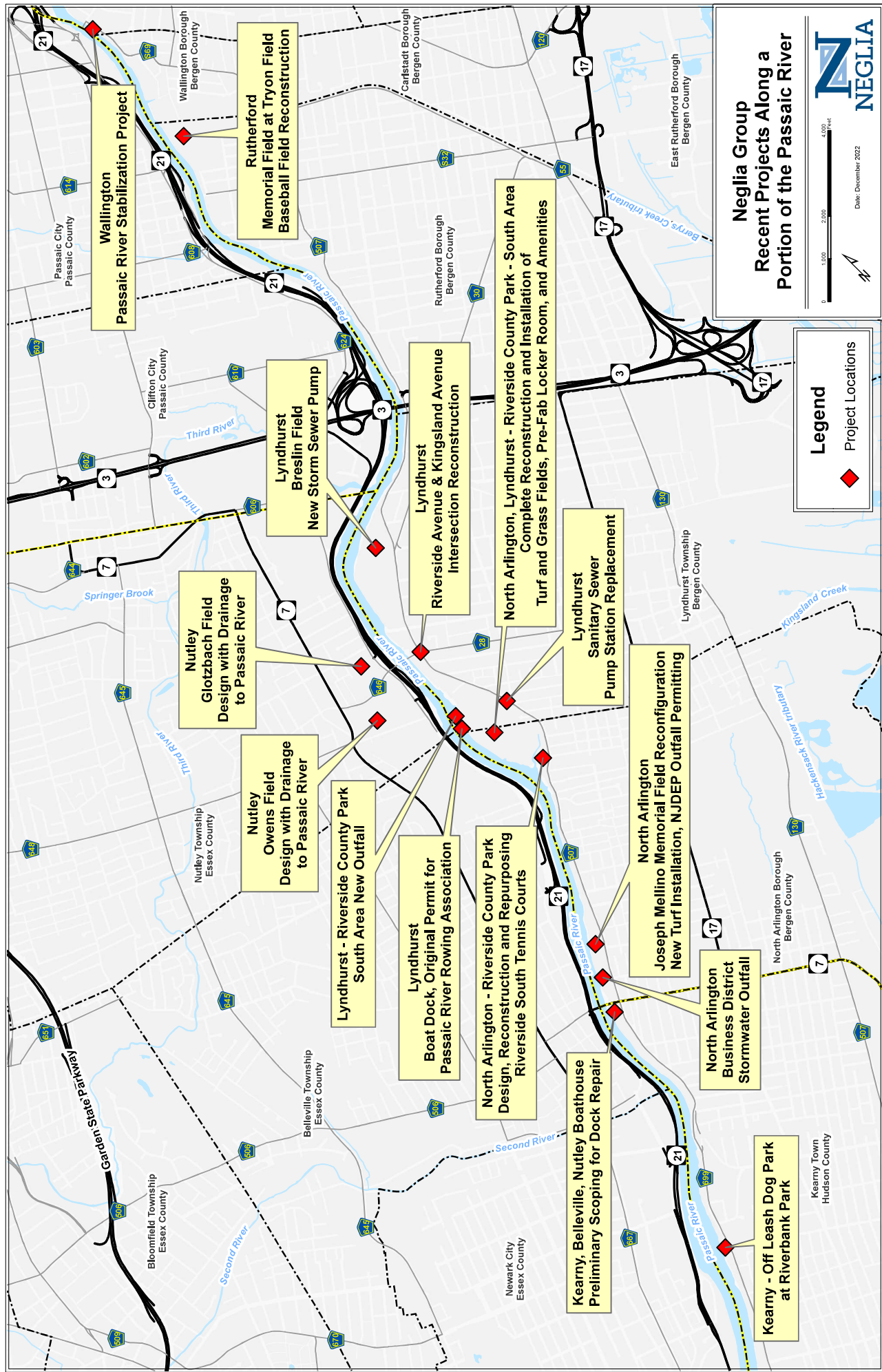
Construction Value: \$160,000

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67-24

| ENGINEERING NJ #24GA28019100

February 1, 2024

VIA EMAIL

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

**Re: Proposal for Professional Engineering Services
LTPF FY 2023 NJDOT Local Transportation Project Funds
Walker Road (from Gregory Avenue to South Valley Road),
South Valley Road (from Walker Road to Township Line with South Orange),
and Rooney Circle
West Orange, NJ
H2M Proposal. No.: LP240108**

Dear Ms. Carballo:

In response to your Request for Proposal (RFP) dated January 19, 2024, H2M is pleased to present this Proposal to the Township for providing Professional Engineering Services for design for the above-referenced project. The following outlines our Project Understanding, Scope of Services, and Engineering Fee and Billing Method.

Project Understanding

The RFP identified a section of Walker Road, a section of South Valley Road, and Rooney Circle scheduled for improvement for a total length of 6,500 feet of roadway. The improvements include a combination of milling and resurfacing, pavement striping, curbs and sidewalk repairs, aprons, driveway repair, new ADA-compliant curb ramps, and restoration of manholes and catch basins and replacement of their castings at several locations as generally outlined in the RFP. The extent and type of improvements will be made after a walkthrough inspection with the Township Engineer that will take place after the award of the Contract for Engineering Services.

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

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

- During the design period, the Township Forester, John D. Linson, will identify the trees on each street by location, type, and diameter that are to be removed. This information will be included with the Contract Documents issued to prospective bidders for the bidder's use in preparing his bid for various tree removal items.
- Existing curb elevations will not be changed to minimize any adverse impact on roadway or private property drainage patterns. Preparation of any cut sheets or any construction stakeout will be included in the work to be bid and performed by the Contractor.

Project Schedule

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

Scope of Services

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

Design Services

- Perform and prepare a topographic route survey within the project limits for the purpose of depicting existing physical surface features and developing base mapping for the preparation of Contract Drawings. The survey will include horizontal and vertical control, including setting benchmarks, and establish roadway centerline. The limits of the survey will extend up to 10 feet beyond the existing right-of-way to include trees, shrubs, walls, driveways, walks, steps, and other existing surface features. The right-of-way will be shown on the Contract Drawings based on information provided by the Township. A copy of the survey will be provided to the Township in AutoCAD format.
- Perform walkthrough assessment of sections of Walker Road, South Valley Road, and Rooney Circle identified in the RFP with the Township Engineer to discuss the specific improvements planned for it.
- Prepare Contract Drawings for the proposed road improvements. We anticipate that the following drawings will be prepared by H2M:
 - Cover Sheet – 1 drawing.
 - Key Map, Legend, and General Notes – 1 drawing.
 - Estimate of Quantities – 1 drawing.
 - Plan Drawings (scale 1" = 40' horizontal) of the sections of Walker Road, South Valley Road, and Rooney Circle indicated in the RFP – 7 drawings.
 - Construction Details, including granite block curbs, milling and resurfacing of roadways and driveways, concrete roadway repairs and leveling courses, curb ramps – 5 drawings.
 - Soil Erosion and Sediment Control Details – 1 drawing.
 - Traffic Control Details – 2 drawings.
- Contact the Township Police Department Traffic Bureau to coordinate the proposed road closures and traffic detours. Aerial imagery will be used for preparation of base mapping to show the extent of the proposed road closures and detours. Sign locations will be shown on the drawings for the



Township and Contractor's use during the construction phase of the project. Prepare Traffic Detour Plans – 1 drawing.

- Prepare NJDOT supplementary specifications. H2M will combine the NJDOT supplementary specifications with the Township's standard administrative "front end" specifications that have been used on previous projects recently. These combined specifications will constitute the Contract Specifications.
- The Contract Drawings and Contract Specifications will constitute the Bidding Documents. H2M will furnish 20 sets of Bidding Documents to the Township.
- Prepare an Opinion of Probable Construction Cost.

Owner Responsibilities

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

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

Engineering Fee, Billing Method, and Terms of Service

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

<i>Service</i>	<i>Fee</i>
<i>Surveying and Design</i>	<i>\$ 86,000 Lump Sum</i>

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

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



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

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

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

Very truly yours,

H2M Associates, Inc.

A handwritten signature in blue ink, appearing to read "Mauro Bacolo".

Mauro M. Bacolo, P.E.
Vice President

A handwritten signature in blue ink, appearing to read "Alec J. Mittiga".

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

Enclosure

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

PROPOSAL AGREED & ACCEPTED BY:

Signature	_____
Print Name	_____
Title	_____
Client	<u>Township of West Orange</u> <u>West Orange, NJ</u>
Address	_____
Date	_____



H2M Standard Terms & Conditions

Client	Township of West Orange, New Jersey		
Site	NJDOT LTPF FY 2023 - Walker Road, S. Valley Road and Rooney Circle		
Services	Survey, design and contract documents for road improvement project		
Client's Rep.	Zayibeth Carballo, P.E.		H2M's Rep. Alec Mittiga, P.E.
Phone/E-Mail	973-325-4165 / zcarballo@westorange.org		973-492-3309 / amittiga@h2m.com

1. Applicability of Terms and Conditions.

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

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

2. Authority of Signers and Parties.

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

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

3. Contractual Obligations

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

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

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

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

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

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

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

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

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

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

4. Payment Terms

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

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

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

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

4.2.2. Any other expenses set forth in the proposal.

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

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

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

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

5. Project Risk Management

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

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

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

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

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

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

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

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

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

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

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

6. Dispute Resolution

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

8. General Terms

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

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

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

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

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

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

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

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

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

9. Construction-Related Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Accepted and Agreed

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

H2M	H2M Architects & Engineers, Inc.
Signature	
By: Name	Mauro Bacolo, P.E.
Title	Vice President
Date	2/2/24

Municipal 2024 B Hourly Rate Schedule

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

1. Rates updated annually in January.

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/26/2023

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

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

PRODUCER Greyling Ins. Brokerage/EPIC 3780 Mansell Rd. Ste. 370 Alpharetta GA 30022	CONTACT NAME: Rebecca Egan PHONE (A/C, No, Ext): 770-552-225 E-MAIL: greylingcerts@greyling.com ADDRESS: greylingcerts@greyling.com	FAX (A/C, No):
INSURED H2M Architects + Engineers 538 Broad Hollow Road Melville, NY 11747	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Markel American Insurance Company	28932
	INSURER B: Hartford Underwriters Insurance Company	30104
	INSURER C: Sentinel Insurance Company, Ltd.	11000
	INSURER D: Hartford Casualty Insurance Company	29424
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1072411515

REVISION NUMBER: 24-25

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:			20UUGAU9233	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
C	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			20UEGAU7896	1/1/2024	1/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☒ RETENTION \$ 10,000 ☐ CLAIMS-MADE			20XHGYH2145	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	20WBGAT3285	1/1/2024	1/1/2025	☒ 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
A	Professional Liability			MKLM7PL0002521	1/1/2024	1/1/2025	Per Claim Aggregate 5,000,000 5,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

For Proposal Purposes, only

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

AUTHORIZED REPRESENTATIVE

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STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: H2M ARCHITECTS & ENGINEERS, INC.

Trade Name:

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

Certificate Number: 1208276

Effective Date: May 28, 2002

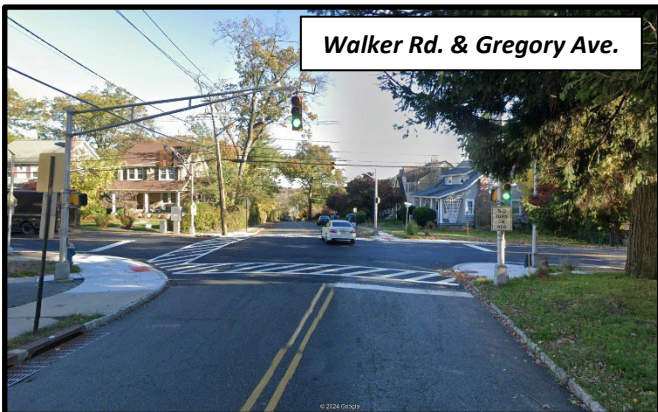
Date of Issuance: September 01, 2010

For Office Use Only:

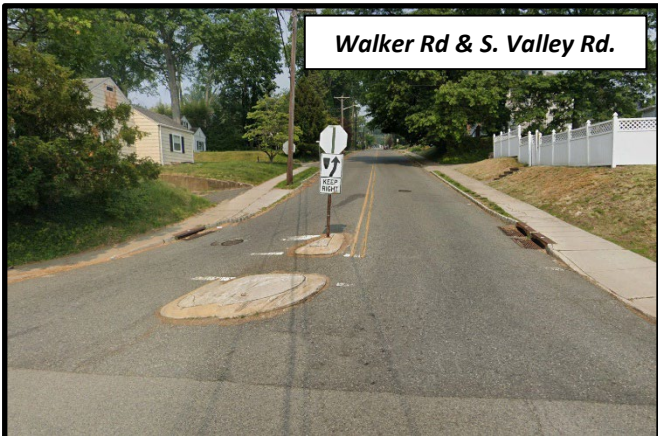
20100901143703285

PROPOSAL FOR
PROFESSIONAL ENGINEERING AND SURVEYING SERVICES
NJDOT LOCAL TRANSPORTATION PROJECT
FUNDS (LTPF) FY 2023
WALKER ROAD, S. VALLEY ROAD, AND ROONEY CIRCLE
WEST ORANGE TOWNSHIP, ESSEX COUNTY, NEW JERSEY

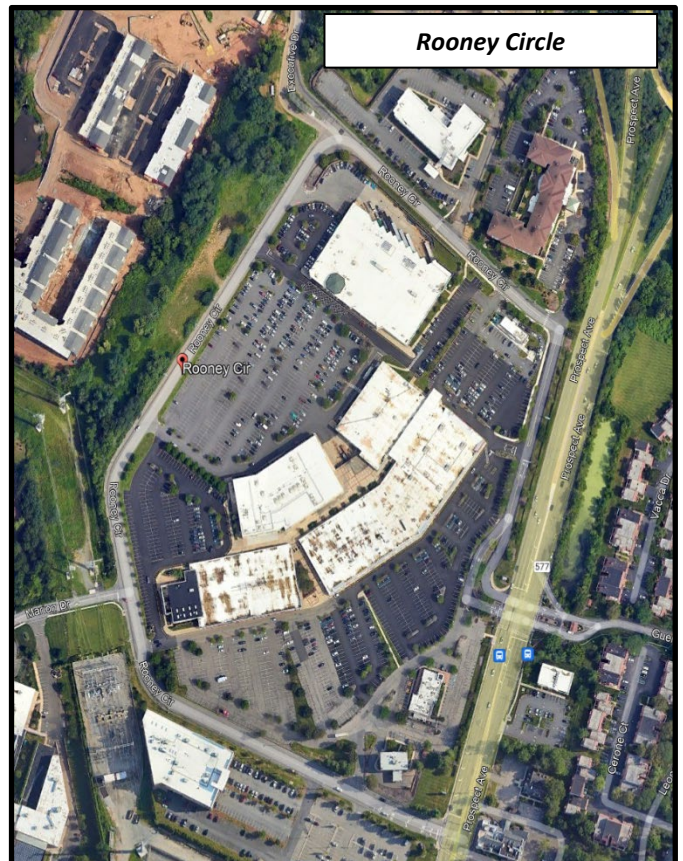
February 2, 2024



Walker Rd. & Gregory Ave.



Walker Rd & S. Valley Rd.



Rooney Circle

Greenman-Pedersen, Inc.

ENGINEERING | SURVEYING | PLANNING | CONSTRUCTION MANAGEMENT

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

973-377-8500
www.gpinet.com

GPI

ORIGINAL

TABLE OF CONTENTS

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February 2, 2024

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

RE: Response to Request for Proposals for Professional Engineering and Surveying Services
LTPF FY 2023 NJDOT Local Transportation Project Funds
Walker Road (From Gregory Ave. to S. Valley Rd.)
S. Valley Road (From Walker Rd. to Township Line with S. Orange)
And Rooney Circle

Dear Ms. Carballo:

Greenman-Pedersen, Inc. (GPI) is very interested in performing Professional Engineering and Surveying Services as outlined in your January 19, 2024 Request for Proposals. We have performed similar services for the Township of West Orange and are cognizant of the need for the Township's satisfaction with the technical quality of this project while considering budget constraints.

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

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

Our November 28, 2023 Qualifications Statement submitted to the Township demonstrates that our experienced staff have the expertise necessary to accomplish the project.

Enclosed please find our Proposal to Provide Professional Engineering and Surveying Services for your review, dated February 2, 2024.

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

Very truly yours,


Andrew Cangiano, PE, PP
Director of Engineering


Michael E. Pirog, PE
Project Engineer

AC/MEP/rem

m:\proposal\mep\west orange\ltpf fy 2023 walker rd, s valley rd, rooney circle\proposal_02-02-2024_ltpf fy 2023_walker, s. valley & rooney.docx

SECTION 1

Scope of Services / Fee Schedule

Greenman-Pedersen, Inc. (GPI) understands that the Township of West Orange requires engineering, surveying, and construction management services necessary for the **LTPF FY 2023 NJDOT Local Transportation Project Funds Improvements to Walker Road, S. Valley Road, and Rooney Circle**. Throughout the firm's 58-year history we have provided capital improvement project design to dozens of New Jersey municipalities. We have also served as the municipal engineer for various municipalities throughout the firm's existence. We are very experienced in providing road reconstruction design, plans, specifications and contract documents of a professional nature in a cost effective and timely manner.

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

Professional services will include base map preparation, a complete design and bid package or packages including cost estimates, plans and specifications (twenty copies each) for bidding purposes.

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

The RFP specifies the following improvements:

1. SURVEYING SERVICES

- A. Topographic Survey and Base Mapping that will provide a topographic field survey and base mapping suitable for the proposed improvements, which will include, but will not be limited to, the following items:
 - 1. Establishment of centerline of existing street.
 - 2. Topographic survey of all trees, shrubs, walls, driveways, walks, steps, and other existing features within the ROW and farther where necessary to the proposed improvements.
 - 3. Right of way will be shown from available Township Tax Map information.
 - 4. Topographic Survey including additional topography behind the curb and sidewalk of the roadways and at road intersections.
 - 5. Top and Bottom of curb elevations, storm inlets with inverts and pipe sizes, sanitary manholes with rim elevations, and any other utilities visible on the roadways will need to be located.
- B. Establish horizontal control based on North American Datum 1983 (New Jersey State Plane Coordinate System-NAD 83) and North American Vertical Datum 1988 (NAVD 88);
- C. Benchmark(s) to be set on site for future use;
- D. Existing conditions/Survey Control plan;
- E. Coordinate utility mark-outs;

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

2. **CIVIL ENGINEERING SERVICES**

- A. Proposed roadway profiles matching existing grades;
- B. Roadway improvements include curb, , sidewalk, aprons, pavement milling and resurfacing, pavement striping, new traffic signs, shade trees;
- C. Curb ramp plans and details as necessary;
- D. New drainage improvements as necessary;
- E. Drainage structure repairs with new frames, grates, curb pieces as necessary;
- F. New manhole castings, frames and covers as necessary. Repair existing manholes as necessary;
- G. Coordinate with WO Traffic Bureau for the preparation of traffic control and detour plans;
- H. Prepare construction details;
- I. Plan Set to include but not limited to Cover Sheet, Existing Conditions/Survey Control Plan, Demolition Plan, Construction Plan, Grading and Utility Plan, Soil Erosion and Sediment Control Plan and Details, Traffic Control and Detour Plans, and Construction Details;
- J. Include one (1) meeting with Township Officials for Preliminary Design;
- K. Bid Package that includes bid set of plans and construction specifications in accordance with public bidding laws;

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

The total length of each road is approximately:

Walker Road – Gregory Avenue to S. Valley Road	1,550 linear feet
S. Valley Road – Walker Road to Township Limits	1,950 linear feet
Rooney Circle	3,230 linear feet

The total length of roads is approximately 6,730 LF.

SCOPE OF WORK

I. Topographic and Existing Condition Surveying Services

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

- A. We will conduct base mapping via aerial photography and township tax maps for Rooney Circle. The project length for this road is approximately 3,230 feet long.
- B. We will conduct a field survey for Walker Road and S. Valley Road within the project scope and all adjacent intersections. The project length for both roads is approximately 3,500 feet long.

The survey will include the following:

- Establishing of elevation benchmarks outside of the anticipated area of construction. Benchmarks will be placed at the beginning and end of project limit, and at least two in the construction limits. Vertical control will be based on NAVD 1988. Detailed descriptions of the elevation benchmarks shall be shown on the Plan Sheets.
 - Location of all topographic features within the existing right-of-way and fifty (50) feet up any intersecting streets. These features will include buildings, curbs, sidewalks, driveways, depressed curbs, driveway aprons, sidewalk depressed curbs, steps, walls, pillars, fences, guide rail, trees greater than 4" diameter within the right-of-way (with diameters), shrubs, flag poles, lamp posts, sign posts, mailboxes, drainage swales and traffic signals and related equipment enclosures.
 - Locate all utilities by above ground observation and utility mark-outs. The horizontal locations and elevations of the sanitary sewer storm drainage features will be measured. The pipe material, invert elevations and pipe diameters will be measured only as needed for drainage improvements.
 - Property lines and right-of-way will be depicted based on the municipal tax map and County GIS information.
- C. Topographic base mapping of the project area will be prepared at a horizontal scale of 1"=20', using AutoCAD format. The plans will show the Tax Map right-of-way and all information located on the survey. Centerline profile will be provided at a horizontal scale of 1" = 20' and vertical scale of 1" = 2'. Cross-sections will be provided at a horizontal scale of 1" = 5' and vertical scale of 1" = 2'.
- D. Base map plans will be provided to the Township on printed sheets and digitally, in the format requested by the Township.
- E. All surveying and design information will be provided in standard engineering units (feet/10ths/100ths) or (feet/inches).

II. Civil Engineering Services

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

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

Assumptions

- 1. Full project length will be mill and overlay. No change to existing profile or cross-slopes.
- 2. Proposal excludes modifications or upgrades to street lighting or traffic signal equipment.
- 3. Rooney Circle to be base mapped via tax map and supplemented with survey as necessary.
- 4. Partial or full curb and sidewalk replacement assumed for Walker Road and S. Valley Road.
- 5. GPI will rely on Township to request utility mark-outs.
- 6. GPI assumes all railing, guide rails, steps, retaining wall or landscape walls will remain as-is. Replacement of these features is not anticipated and is excluded from this proposal.

FEE SCHEDULE – Surveying & Design

Our fee for the services outlined above is as follows:

<u>Item No.</u>	<u>Description</u>	<u>Lump Sum Fee</u>
Task I	Topographic and Existing Condition Surveying Services	\$18,800.00
Task II	Civil Engineering Services	\$24,100.00
TOTAL:		\$42,900.00

FEE SCHEDULE – Construction Inspection & Certification of Completion

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

Our fee for the above referenced services is as follows:

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

HOURLY BILLING RATES

As submitted in our Qualification package to the Township of West Orange on November 15, 2022, following are our municipal billing rates:

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

SECTION 2

Personnel Assignments

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

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

SECTION 3

Project Schedule

We are committed to adhering to the Township’s goal to advertise for bids by **Winter 2024/2025**, with a construction start in **Summer/Fall 2025**. We anticipate work will proceed within one (1) week after the award of contract. GPI has the resources to complete the project in a timely fashion, and we are confident that we can achieve the Township’s goal.

We have assumed a March 1, 2024 Notice to Proceed award and have prepared the following Project Schedule:

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

SECTION 4

Sample Insurance Certificate

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 12/19/2023			
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER PG Genatt Group LLC 3333 NEW HYDE PARK RD SUITE 409 NEW HYDE PARK NY 11042		CONTACT NAME: Jeff Kozarsky PHONE (A/C, No, Ext): 516-869-8788 E-MAIL ADDRESS: jkozarsky@genattgrp.com		FAX (A/C, No): 516-470-0338			
INSURED Greenman Pedersen, Inc. (Morris Plains) 301 Gibraltar Drive, Suite 2A Morris Plains NJ 07950		INSURER(S) AFFORDING COVERAGE		NAIC #			
GREENMAN		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: 1051438221		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL 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 ☒ PRO-JECT ☒ LOC OTHER:			171000795	12/31/2023	12/31/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			161001112	12/31/2023	12/31/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			XC5CU00324231	12/31/2023	12/31/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	152000765	12/31/2023	12/31/2024	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A F	Property Professional Liability			UM00082200MA23A 03141016	12/31/2023 12/31/2023	12/31/2024 12/31/2024	Valuable Papers \$150,000 Each Claim \$2,000,000 Aggregate \$2,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)							
CERTIFICATE HOLDER				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 			

ACORD 25 (2016/03)

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RESOLUTION

Whereas, the Township of West Orange
(formal name of organization)
 desires to apply for and obtain a grant from the New Jersey Department of Community Affairs
 for approximately \$100,000.00 to carry out a project _____
(dollar amount of request)
 to make improvements at West Orange Oskar Schindler Performing Arts Center (OSPAC).
(briefly describe the project)

Be it therefore RESOLVED,

- 1) that the Township of West Orange
(formal name of organization)
 does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between

Township of West Orange

(formal name of organization)
 and the New Jersey Department of Community Affairs.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

(signature)
 Susan McCartney

(type or print name)
 Mayor

(title)

(signature)
 Karen J. Carnevale

(type or print name)
 Municipal Clerk

(title)

CERTIFICATION:

I, Karen J. Carnevale, the Municipal Clerk,
(name of Board Secretary / Government Clerk) **(title of position - Board Secretary or Government Clerk)**
 of Township of West Orange
(formal name of organization)
 hereby certify that at a meeting of the Board of Directors / Governing Body held on 2/13/2024
(meeting date)
 the above **RESOLUTION** was duly adopted.

AFFIX GOV'T,
 CORPORATE OR
 NOTARY SEAL

(12/03)

(Signature of Secretary of the Board of Directors or Government Clerk)

**RESOLUTION AUTHORIZING THE COLLECTOR OF TAXES
TO REFUND PAYMENT TO THE LISTED TAXPAYER DUE TO A
DUPLICATE PAYMENT OF TAX/AND OR SEWER CHARGE**

WHEREAS, certain West Orange property owners or their mortgage company have made a duplicate payment for the 2023 annual sewer charge or the 2024 first quarter 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 these charges.

<u>Block</u>	<u>Lot</u>	<u>Name & Address</u>	<u>Amount</u>
125.02	142	Paul K. Davis Jr. (2023 Sewer) 133 Franklin Avenue West Orange, NJ 07052	\$1,240.53
125.03	330.06	Lakeland Bank 250 Oak Ridge Rd Oak Ridge, NJ 07438	\$2,011.63
164.04	21	Michael & Melissa Mao 10 Beech Road West Orange, NJ 07052	\$2,184.05
168.10	12	Joan Balash & Lisa Sands 27 Connel Drive West Orange, NJ 07052	\$1,379.40

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

Bill Rutherford
Council President

Adopted: February 13, 2023

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

John Gross, Chief Financial Officer

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7, TRAFFIC, SUBSECTION 7-32.2
RESTRICTED PARKING ZONES 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. Subsections 7-32.2, Restricted Parking Zones 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*):

7-32.2 Restricted Parking Zones. Pursuant to N.J.S.A 39:4-197.6, Restricted Parking Zones, as defined in N.J.S.A. 39:4-207.6e, are established in front of the following residences as indicated on the Tax Maps of the Township of West Orange, at the specified locations. Parking within a specific zone is restricted to the motor vehicle issued a permit pursuant to N.J.S.A. 39:4-197.7. In accordance with N.J.S.A., 39:4-197.6 parking is permitted in the Restricted Parking Zone except when prohibited in front of the residence by other sections of this Chapter.

Residence Address	No. of Spaces	Location
77 Harrison Avenue	1	Beginning 255 feet south of the southerly curb line of Elm Street and extending 20 feet south.
153 Randolph Place	1	Beginning 162 feet southeast of the southeasterly curb line of Longview Street and extending 20 feet southeast.
1 Tompkins Street (on Mitchell Street)	1	Beginning 25 feet west of the westerly curblines of Tompkins Street and extending 20 feet west.
<i>138 Watchung Avenue</i>	<i>1</i>	<i>Beginning at a point 155 feet south of the southerly curblines of Ridge Avenue. Extending to the easterly curblines of Watchung Avenue and extending 20 feet south.</i>
<i>172 High Street</i>	<i>1</i>	<i>Beginning 323 feet north of the northerly curblines of Washington Street extended, and extending 20 feet north.</i>

56 Watson Avenue	1	<i>Beginning 115 feet south of the southerly curbline of Chestnut Street extended, and extending 22 feet south.</i>
106 Elm Street	1	<i>Beginning 313 feet east of the easterly curbline of Mississippi Avenue extended, and extending 21 feet east.</i>
24 Nutman Place	1	<i>Beginning 290 feet west of the westerly curbline of Valley Road And extending 18 feet west.</i>

Section 2. If any provision of this Ordinance or application thereof, under any circumstances, is held invalid, the invalidity shall not affect 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 and upon the approval of the New Jersey Department of Transportation if required.

SUSAN MCCARTNEY, MAYOR

**BILL RUTHERFORD,
COUNCIL PRESIDENT**

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

INTRODUCED: February 13, 2024

ADOPTED: February 27, 2024

LEGISLATIVE HISTORY

This Ordinance is in response to requests from handicapped residents who reside at 77 Harrison Avenue, 153 Randolph Place and 1 Tompkins Street.

By adopting this Ordinance, the Township will establish a handicapped parking stall adjacent to each of these addresses. In the case of 1 Tompkins Street, the designated space will be on Mitchell Street at the side of the house, since there is a No Parking Zone directly in front. Such parking stalls are permissible under the laws of New Jersey, and they are designated as Restricted Parking Zones.

Additionally, 5 Township residents notified our office that their existing restricted parking stalls were no longer needed because they have moved. The signs in front of each residence will be removed, and the locations removed from the Revised General Ordinances.

Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

**AN ORDINANCE REPEALING CHAPTER 25, SECTION 27 OF THE REVISED
GENERAL ORDINANCES OF THE TOWNSHIP OF WEST ORANGE AND
ESTABLISHING CHAPTER ____ FOR ENVIRONMENTAL PROTECTION
(TREE PROTECTION, REMOVAL AND REPLACEMENT)**

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BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF
WEST ORANGE, NEW JERSEY that Chapter 25, Section 27 of the Revised General
Ordinances of the Township of West Orange be and are hereby **repealed** and **replaced** with the
newly established Chapter ____ Section ____ of the Revised General Ordinances of the Township
of West Orange, which establishes a Chapter dedicated to environmental protection in the
Township of West Orange, and shall state as follows:

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§ ____-1: Title

This Section shall be known as the “Tree Protection, Removal and Replacement
Ordinance of the Township of West Orange”

§ ____-2: Findings and Purpose

a. The tree canopy in the Township of West Orange is dramatically declining and will
continue to decline in future years. The Township of West Orange finds that: trees are
among the Township's most valuable natural resource assets, greatly enhancing the
appearance of the Township and contributing to its suburban residential character; the
integrity of Township and regional water resources is substantially affected by
development on constrained land (e.g., steep slopes, wetlands and reduced depth to
groundwater), tree removal, soil disturbance, stormwater management and the general
use of land resources; the preservation, protection and planting of trees aids in the
stabilization of soil by the prevention of erosion and sedimentation, reduces stormwater
runoff and the potential damage it may create, increases groundwater recharge thus
enhancing the groundwater supply to streams and wetlands and the yield of water supply
wells, aids in the removal of pollutants from the air and assists in the generation of
oxygen, provides a buffer and screen against noise and pollution, provides protection
against severe weather, dramatically reduces “urban heat effect,” aids in the control of
drainage and restoration of denuded soil subsequent to construction or grading, provides
a haven for birds and other wildlife and otherwise enhances the environment, protects and
increases property values, conserves and enhances the Township's physical and aesthetic
appearance, and generally protects the public health, mental health, and safety as well as
the general welfare.

Deleted: A 2023 study commissioned by the Township
of West Orange found that the tree canopy in West Orange
has been dramatically declining and will continue to
decline in future years without replanting and renewing
protections for the tree canopy.¶

b. Numerous governmental, professional, educational and business sources have cited the
importance of trees to our well-being: "One acre of forest absorbs six tons of carbon
dioxide and puts out four tons of oxygen, enough to meet the annual needs of 18 people."
(U.S. Department of Agriculture). In one study, 83% of realtors expressed the belief that
mature trees have a "strong or moderate impact" on the salability of homes listed for

Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

under \$150,000 and on homes listed for over \$250,000 this perception increased to 98% (American Forests, Arbor National Mortgage). Healthy, mature trees are said to add an average of 10% to a property's value (USDA Forest Service). "Landscaping, especially with trees, can increase property values as much as 20%." (Management Information Services/ICMA). "The net cooling effect of a young, healthy tree is equivalent to 10 room-size air conditioners operating 20 hours a day." (U.S. Department of Agriculture). "If you plant a tree today on the west side of your home, in five years your energy bills should be 3% less. In 15 years the savings will be nearly 12%." (Dr. E. Greg McPherson, Center for Urban Forest Research). "Trees properly placed around buildings can reduce air conditioning needs by 30% and can save 20% to 50% in energy used for heating." (USDA Forest Service). "In laboratory research, visual exposure to settings with trees has produced significant recovery from stress within five minutes, as indicated by changes in blood pressure and muscle tension." (Dr. Roger S. Ulrich, Texas A&M University).

c. The purpose of this section is to protect and foster the existence and health of trees growing within the Township's borders, to preserve the maximum possible number of trees in the development of a site or lot; to protect specimen trees; to encourage innovative design and grading to promote the protection of existing trees, and to prevent indiscriminate, uncontrolled and excessive removal and cutting of trees, as well as land use activities inconsistent with accepted arboricultural practices, that contribute to the destruction or result in permanent injury to trees upon lots and tracts within the Township. The standards and procedures established by this chapter are intended to furnish criteria for the use of Township personnel, boards, committees, commissions and officers in evaluating applications involving tree removal for site plan, subdivision and other development approvals. They are further intended to inform those with interests in real property in the Township of the requirements for trees located in the Township. The purpose of this section is to protect trees, the environment, and owners of real property who would be affected adversely by the removal of trees from property belonging to another person. The issuance of permits is a procedure designed to effectuate these goals.

Deleted: In addition, the Tree Replacement Fund in no way relieves the Township from a yearly budgetary allocation dedicated to planting new trees in the Township.¶

Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

§__-3 (Definitions)

The following definitions shall apply to this chapter:

APPLICANT—Owner of property or person with authority to apply for a Tree Removal and Replacement Permit on any Lot.

APPEAL—The process by which an applicant may contest the grant or denial of a tree removal and replacement permit. Appeals shall be considered by the Township of West Orange Land Use Board in accordance with § 7, herein.

BUILDING—Any structure constructed for the support, shelter, enclosure of persons, animals, and/or a combination of materials containing a roof that is used to form a structure for either use, occupancy, and/or habitation.

CONSERVATION EASEMENT — A legal covenant restricting the use of land or natural features of the land that is described in the property deed and shown on a filed plat.

CROWN REDUCTION—Pruning (as defined herein) of the tree reducing the height or scope of the tree.

DBH — The measurement of the diameter of the trunk of a tree planted in the ground taken 4.5 feet from ground level on the uphill side of the tree.

DEVELOPMENT APPLICATION — An application filed with the Land Use Board pursuant to the Municipal Land Use Law and the Township land development ordinances for approval of a subdivision plat, site plan, planned development, conditional use, zoning variance or direction of the issuance of a permit pursuant to N.J.S.A. 40:55D-34 or N.J.S.A. 40:55D-3.

Deleted: Township Planning Board or Board of Adjustment
Land Use Board

DRIP LINE — A vertical line extending from the outermost edge of the tree canopy or shrub branch to the ground beneath.

EMERGENCY CONDITIONS—Shall mean when trees are hazardous and the Township Forester and/or a Qualified Tree Expert determines that the non-viable tree will cause an unacceptable risk of damage to person or property because of extreme wind, stormwater or other weather events.

EMERGENCY TREE REMOVAL FORM—A form completed by the Applicant provided to the Township which shall be submitted to the Township Forester if tree(s) are removed under Emergency Conditions pursuant to this Chapter.

Deleted: AND REPLACEMENT

Commented [SG1]: Revisions were made because non-viable trees are a safety hazard to the public.

ENDANGERED OR THREATENED SPECIES — Any species of tree or animal which has been determined by the Federal Fish and Wildlife Service or the State of New Jersey to be endangered or threatened.

Deleted: Trees removed under emergency situations must be replaced in accordance with the requirements of this Ordinance.

Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

IMPROVED LOT — A parcel of land with a building or other physical improvements.

↓
LAND USE BOARD — The Planning Board or Zoning Board of Adjustment of the Township of West Orange.

Deleted: INVASIVE VINE—Non- native vine that will climb up the tree and cause damage to the tree.¶

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LOT—A designated parcel, tract of land established in the record as of local and county registers of deeds by plat, deed, subdivision, zoning lot of record, or as otherwise permitted by law.

MAJOR TREE — A tree species with a mature height of at least 50 feet.

MINOR TREE — An evergreen tree, ornamental tree or other small tree that is not defined as a Major Tree.

NONVIABLE TREE — A hazardous tree that a Qualified Tree Expert and/or the Township Forester determines is dead, dying or otherwise non-viable.

PERSON — The owner of a parcel of real estate or any other individual, group, company, firm, corporation, partnership, association, society or other legal entity.

PROPERTY LINE TREE—Shall mean a tree whose tree-trunk is on more than one Lot and/or on the boundary of the Lot.

↓
QUALIFIED TREE EXPERT — A New Jersey Licensed Tree Expert pursuant to N.J.S.A. 45:15C-11 et seq. and is registered by the Township.

Deleted: PRUNING—Pruning is the selective removal of branches or limbs of a tree. ...¶

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REPLACEMENT TREE — A native tree species approved by the Township Forester and of nursery grade, properly balled and burlapped, untreated with herbicides or pesticides and meeting the minimum measurements of a major or minor tree.

SPECIES — The common name of a tree.

SPECIMEN TREE — A tree in good health of unusual or exceptional form, size, age or shape for its species, including but not limited to those included on New Jersey's Big Tree List, or database, published and coordinated by the New Jersey Forest Service, or having a champion tree point total (girth in inches plus height in feet, plus one quarter of average crown spread in feet) within 10% of the point total of a tree of the same species listed in New Jersey's Big Tree List, published in "New Jersey's Big Trees," by the New Jersey Forest Service.

STRUCTURE — A combination of materials to form a construction for occupancy, use or ornamentation, whether installed on, above or below the surface of a parcel of land,

Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

including but not limited to homes, buildings, above-ground tanks, pools, sheds, signs, fences, and towers.

STREET TREES OR SHADE TREES—A tree planted in a Township right-of-way within ten (10) feet of a curb.

TOWNSHIP FORESTER—The Township-designated person primarily responsible for enforcing this chapter and who is qualified to do so by having the status of a Qualified Tree Expert; appointed by the Township of West Orange to implement this chapter and to carry out other related responsibilities as the Township may provide, including, but not limited to, developing and recommending (i) Township Woodlands Retention and Protection Plan; (ii) Township Tree Inventory; and (iii) Planting Schedule.

TREE — A self-supporting perennial woody plant having a diameter of at least 4 inches measured at a point 4.5 feet (or 54 inches) from the ground at the base of the tree on its uphill side.

TREE CANOPY—Tree canopy means the layer of leaves, branches, and stems of trees that cover the ground when viewed from above and that can be measured as a percentage of a land area shaded by trees.

↓
TREE REMOVAL NEIGHBOR NOTIFICATION FORM – A form required to be completed by an Applicant seeking to remove any trees which must be mailed and/or hand delivered to the contiguous Lots to where the tree is being removed.

TREE REMOVAL AND REPLACEMENT APPLICATION—A form completed by the Applicant provided by the Township which shall be submitted to the Township Forester in accordance with Chapter XXX, § 5.

TREE REMOVAL AND REPLACEMENT PERMIT—A permit issued by the Township Forester to an Applicant who complies with all tree removal and replacement procedures set forth in this Chapter.

↓
TREE REPLACEMENT TRUST FUND—A dedicated fund established pursuant to this chapter. The purpose of the fund is to permit any applicant Applicant who removes a viable tree and demonstrates lack of feasibility in replanting replacement trees on-site the ability to pay a fee to the Fund. The amount of the fee that the applicant shall contribute must be made in accordance with the provisions of this chapter; specifically Chapter XXX, § 8.

VOLCANO MULCHING—Piling mulch against the trunk of a tree in the shape of a volcano causing tree roots to circle the trunk and subsequently weaken the tree. Thus, the tree root flare, which is the connection with the trunk root and the surface of the ground, shall remain visible at all times.

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Commented [SG4]: The standard definition of a tree is 4 inches in diameter measured at a point 4.5 feet (54 inches) from the ground at the base of the tree.

Deleted: TREE OF HEAVEN—(Alnus altissima) An invasive tree that attracts Japanese Spotted Lantern flies which pose a serious threat to the native ecosystem.¶

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Deleted: The applicant shall certify that that the Tree Removal Neighbor Notification Form has been delivered to all neighbors within 200 feet of the Applicant's property line in accordance with this Chapter....

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Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

§ ___-4: Tree Removal and Replacement Permits

a. No person shall cut, remove, or engage in activities that encroach upon the health of a tree or remove a non-viable tree with a DBH four (4") inches or greater without first having been issued a Tree Removal and Replacement Permit from the Township. To obtain a permit, the Applicant must comply with the procedures set forth in Chapter XXX, § 5 and any replacement procedures in Chapter , §8.

Deleted: No person shall be granted permission to remove more than two (2) trees within a twenty-four (24) month period.

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1. If any tree(s) sought to be taken down that are delineated by the Township Forester as viable, the person seeking removal or who has removed tree(s) must comply with the tree replacement provisions set forth in Chapter XXX, § 8 and the Chart at Table "A;" unless the tree(s) removed are replanted on the Lot where the tree removal occurred.

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↓
2. All Tree Removal and Replacement Permits issued shall be posted on the tree(s) to be removed and in the property owner's front door/window, so the tree removal permit is visible to any member of the public not less than seven (7) business days prior to removal.

Deleted: 2. All Tree Removal and Replacement Permits including Emergency Tree Removal Permits shall be accessible to the public subject to the confidentiality provisions of Daniel's Law or any other similar law. All permits issued pursuant to this Chapter shall be posted to the Township's website by the Township Forester. ¶

3. For non-development applications, the Township Forester shall decide to grant or deny a Tree Removal and Replacement Permit Application within 30 days of submission and shall notify the applicant and any objectors who have contacted the Township Forester. Application(s) made in connection with a development application shall comply with the procedures set forth in Chapter XXX, § 4(e) and shall be adjudicated by the Land Use Board in accordance with Municipal Land Use Law. If the application is granted, the permit shall be issued by the Township Forester.

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4. Permits granted under this section shall run with the land and shall remain in force and effect for 12 months from the date of issuance. Any permit not acted upon within a period of 12 months after issuance shall become null and void.

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b. Prohibitions. Notwithstanding Subsection (a) above, no person shall do any of the following:

1. Cut down or remove any tree within wetlands, flood hazard areas, riparian zones, or other areas protected by state or federal law or applicable EPA or NJDEP regulations;

2. Cut down or remove any tree within a conservation easement;

3. Engage in activities which could cause a tree to die, including but not limited to topping, grade cut or fill, soil compaction within the drip line, chemical contamination, excessive alterations to established drainage patterns or mechanical damage.

Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

4. Cut down or remove any tree on a slope with a grade of 10% or greater on a slope where vegetation is presently stabilizing soils.

5. ~~Cut down or remove~~ any tree unless it is performed by a Qualified Tree Expert and who shall be registered with the Township of West Orange pursuant to § 5-27.1 *et seq.*

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6. Perform street, curb and sidewalk construction or repairs unless utilizing methods that protect the roots and trunk of a tree, such as manual excavation, reducing the curb, curving sidewalks around a tree, and modifying driveway aprons to accommodate trees as directed by the Township Forester or Township Engineer.

7. Cut or remove any tree older than 25 years with a DBH of 10" or more.

8. Remove trees within one hundred (100) feet of a ridgeline.

~~9. Remove trees if it would constitute a significant change in the screening between existing or proposed structures on roads and/or adjacent Lots.~~

Deleted: 9. Remove trees which will impair the growth and development of the remaining trees on the applicant's Lot or on adjacent Lots.¶

¶
10. Remove trees if tree removal will negatively alter existing drainage patterns and stormwater runoff. ¶

¶
11. Remove tree if it will result in soil erosion or would increase dust. ¶

¶
12. Remove trees if it would increase the amount of stormwater runoff and/or negatively affect stormwater runoff patterns on any Lot(s), whether contiguous or not. ...¶

¶

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~~10. Remove trees where it will impair suitable habitats and migratory zones for endangered or threatened species animals.~~

~~11. Engage in activities that cause harm to the health of the tree, including but not limited to, Volcano Mulching.~~

Moved down [3]: 14. Remove trees where it would alter topography of the area where such tree(s) are located and will create conditions which may be injurious to the trees or other trees located nearby.¶

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Deleted: and/or fail to remove invasive vines or the invasive Tree of Heaven which harbors Japanese Spotted Lantern Flies which cause harm to native species of trees.¶

Deleted: 17. Cut down or remove trees in a landscaped buffered area.¶

c. Specific prohibitions related to construction activities:

1. In connection with any construction, prior to the issuance of a building permit or start of construction, snow fencing or other protective barriers shall be placed around trees that are not to be removed. The protective barriers shall be placed at the outermost edge beyond the drip line or tree canopy. All protective barriers shall remain in place until all construction activity is terminated. No equipment, chemicals, soil deposits or construction materials shall be placed within any area so protected by barriers. Any landscaping activities performed subsequent to the removal of the barriers shall be accomplished by hand labor and only using light machinery where necessary.

2. Storing and placing building material or debris or placing construction equipment within the drip line.

Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

d. Exemptions. The following are exempt from the permit requirement of Subsection (a) above:

1. Property owners may remove hazardous or non-viable trees under Emergency Conditions prior to obtaining a Tree Removal and Replacement Permit. However, following the emergency removal of the tree or trees, the property owner or agent thereof shall complete the Emergency Tree Removal Form within seven (7) days of the removal. The person seeking emergency removal shall provide photographic and written proof of the Emergency Conditions by a Qualified Tree Expert to the Township Forester with the Emergency Tree Removal Form. Tree stumps must be preserved for inspection by the Township Forester.

Deleted: and Replacement

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Deleted: and include a hazard tree evaluation form at that timewith the Emergency Tree Removal Form

Deleted: and all removed tree(s) must be replaced.

2. Activities lawfully conducted on public lands or rights-of-ways by or on behalf of a local, county, state, federal or other governmental agency or entity, or a utility company, provided however, that to the extent possible, such entity shall provide a courtesy review of any tree removal and replacement to the Township Forester.

3. Tree removal in conjunction with a Woodland Management Plan(s) must be approved by the N.J. Forest Service.

e. Development Applications. Every Development Application filed with the Land Use Board that proposes tree removal and replacement shall:

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1. Preserve fifty (50%) percent of the tree canopy on each developed Lot, and seventy (70%) percent of the tree canopy on any undeveloped Lot.

Commented [SG9]: There are situations where one tree takes up the majority of the tree canopy.

2. Comply with all prohibitions and procedures listed in this Ordinance including but not limited to, providing the Township Forester and Land Use Board with a report from a Qualified Tree Expert outlining the reasons stated for the removal of tree(s) on the Lot, a tree replacement plan, and response from the Township Forester outlining their approval or disapproval of the tree removal application. If replanting or replacement of trees is performed offsite, the developer shall, apart from the fees paid into the Tree Replacement Fund, hire a landscape architect, licensed by the State of New Jersey, to oversee the species, quantities and placement of replacement trees. This shall be completed prior to the Construction Official and/or appropriate Township Official having issued a Final Certificate of Occupancy or within six (6) months of completion of the development. A bond shall be posted to ensure compliance and two year survival of the replanted trees.

3. Install protective fencing around the remaining trees and ensure the provisions of Chapter ____, Section 4(c) are complied with.

Draft 2/7/24—Administration Revisions to the Amended Tree Removal Ordinance

4. Obtain a written report indicating that the Township Engineer or his/her designee(s) has inspected the site and certified that all soil erosion and sediment controls and stormwater runoff controls required by this Chapter and applicable laws have been installed and completed. Copies of the certification shall be delivered to both the applicant and the Township Forester by the Township Engineer immediately after it is completed and made available to the public upon request subject to exemptions from disclosure set forth in the Open Public Records Act and/or Daniel's Law;

5. Specify that no trees may be removed until after installation of stormwater runoff controls as required by this Ordinance, by Title 7, Chapter 8, § 7:8-5.4 and by Title 2, Chapter 90, Subchapter 1 of the New Jersey Administrative Code, respectively or any other applicable laws.

6. Provide written notice to the Township Forester and the Land Use Board not less than fourteen (14) days before any planned tree removal.

7. Ensure the Township Forester and/or his/her designee shall be onsite during all tree removal and replacement activities in connection with the development application. A stop work order may be issued by the applicable authority under this Chapter if the Township Forester and/or his/her designee is not onsite during the planned tree removal activities. Prior to the applicant's completion of its development project, the development applicant must have written permission/documentation from the Township Forester and/or his/her designee that the tree replacement has been completed in accordance with the development applicant's approved plan.

8. All parking lot owners shall maintain trees in compliance with Township Code § 25-12.1(o).

9. Every Development Application or application before a Land Use Board shall include a tree removal and replacement plan which shall include a map drawn to scale clearly showing the number and location of all trees to be removed and number and location of trees to be replaced. A Qualified Tree Expert's report addressing the factors set forth in Chapter XXX § 6 shall be submitted with each application.

10. Additional Prohibitions for Tree Removal Related to Development Applications:

a. Remove trees which will impair the growth and development of the remaining trees on the applicant's Lot or on adjacent Lots.

b. Remove trees if tree removal will negatively alter existing drainage patterns and stormwater runoff.

c. Remove tree if it will result in soil erosion or would increase dust.

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Commented [SG10]: Changes to the amount of shade in the parking lot can/should be addressed by amendment to Township Code § 25-12.1(o).

Deleted: and shall create 50% shade in the parking lots within five years.

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d. Remove trees where it would alter topography of the area where such tree(s) are located and will create conditions which may be injurious to the trees or other trees located nearby.

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Moved down [2]: If the proposed trees for removal are deemed by the Township Forester and/or a Qualified Tree Expert to be Property Line Tree(s), the owner of the Lot(s) are jointly and severally responsible for any costs associated with the removal of the Property Line Tree(s) and any replacement costs. If a Property Line Tree is unlawfully removed, both owners of the Lots where the Property Line Tree is located can be held liable pursuant to Chapter XXX, § 10. ¶

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§ ____-5: Application Procedure for Tree Removal and Replacement Permits

a. Every application for a tree removal and replacement permit shall be made as follows:

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1. Applicant must complete the Tree Removal and Replacement Application and submit the Tree Removal and Replacement Application to the Township Forester. After the Tree Removal and Replacement Application is submitted, the Applicant shall:

a. First, the Applicant shall clearly mark the trunk of each tree proposed to be removed at the height of four and one-half (4.5) feet above the ground so that such tree or trees may be inspected more easily by the Township Forester at any time after the initiation of the application procedure set forth herein. The Township Forester will explain this portion of the Ordinance and provide written advice as to the condition, value and recommended care of other trees on the Applicant's Lot to satisfy the educational purpose of the Chapter.

b. Second, the Applicant or Applicant's representative shall arrange for an informal in-person inspection with the Township Forester. Prior to this informal inspection, the Applicant shall serve the Tree Removal Neighbor Notification Form.

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Deleted: The Applicant shall clearly mark the trunk of each tree proposed to be removed at the height of four and one-half (4.5) feet above the ground so that such tree or trees may be inspected more easily by the Township Forester at any time after the initiation of the application procedure set forth herein. The Township Forester will explain this portion of the Ordinance and provide advice as to the condition, value and recommended care of other trees on the Applicant's Lot to satisfy the educational purpose of the Chapter....

c. Third, upon request, the Township Forester shall assist any Applicant with completing the Tree Removal and Replacement Application required by this section.

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d. Fourth, within thirty (30) days of the submission of the Tree Removal and Replacement Application, the Township Forester's inspection shall confirm the location of the tree or trees sought to be removed, the reason for the application, and advise the Applicant whether the Tree Removal and Replacement Permit will be granted or denied based on the prohibitions contained in this ordinance and factors to be considered set forth in this Ordinance.

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2. The Tree Removal and Replacement Application must be submitted on forms provided by the Township. The Township Forester may request additional information to process the application.

Deleted: 3. The Tree Removal Neighbor Notification Form must be submitted to the Township with the Tree Removal and Replacement Application. The form shall be submitted in accordance herewith to all neighboring property owners within 200-feet of the Applicant(s)'s property line via certified mail. The Applicant shall submit a written certification confirming the same. Failure to provide notice under this section shall be deemed a violation subject to enforcement under Chapter XXX, § 10. ¶

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b. The fees associated with the filing of a Tree Removal and Replacement Application shall be prescribed by Resolution, but shall be no less than \$100 per application. ~~A Tree Removal and Replacement Application for a Development Application shall be prescribed by Resolution but no less than \$1,000 per application.~~

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c. If the proposed trees for removal are deemed by the Township Forester and/or a Qualified Tree Expert to be Property Line Tree(s), the owner of the Lot(s) are jointly and severally responsible for any costs associated with the removal of the Property Line Tree(s) and any replacement costs. If a Property Line Tree is unlawfully removed, both owners of the Lots where the Property Line Tree is located can be held liable pursuant to Chapter XXX, § 10. Both property owners of a Property Line Tree must engage in the tree removal application process outlined above and be jointly and severally responsible for the costs and penalties associated with the same.

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Moved up [1]: Every development application or application before a Land Use Board shall include a tree removal and replacement plan which shall include a map drawn to scale clearly showing the number and location of all trees to be removed and number and location of trees to be replaced. A Qualified Tree Expert's report addressing the factors set forth in Chapter XXX § 6 shall be submitted with each application. ¶

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§ ___-6: Factors to Address in Granting or Denying a Tree Removal and Replacement Permit

a. Factors to be Considered Where Tree Removal And Replacement is Sought: Non-Development Application. In deciding whether to issue a Tree Removal and Replacement Permit, the Township Forester shall consider whether the proposed tree removal and replacement complies with the provisions of this Ordinance, the prohibitions of tree removal set forth in Chapter XXX, § 4(b)-(c), and compliance with the tree replacement requirements set forth in Chapter XXX, § 8.

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b. Factors to be Considered Where Tree Removal and Replacement is Sought: Development Application: In connection with a Development Application, in addition to any requirements under the Municipal Land Use Law and § 4(e) and § 5 herein, an Applicant shall also file a written report by a Qualified Tree Expert explaining how/why the prohibitions set forth in Chapter XXX § 4(b)-(c) are not violated and include a plan for tree replacement in accordance with Chapter XXX, § 8.

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§ ____-7: Appeal of Denial of Tree Removal and Replacement

Denial of any application for a Tree Removal and Replacement Permit may be appealed directly to the Land Use Board with written notice to the Secretary of the Land Use Board within forty-five (45) days of the decision by the Township Forester to deny an application. The person and/or entity who files the Appeal shall include a written report by a Qualified Tree Expert establishing why and how the Applicant has or has not complied with the factors set forth in § 6. It shall constitute a separate violation of the Ordinance if a tree is removed during the appeal process.

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Deleted: Only those within two-hundred feet who were required to be sent the Neighbor Notification Form shall have the right to appeal the decision of the Township Forester to grant a tree removal permit. Notice of the appeal shall be provided to all property owners within a 200 foot property line of the appellant's site....

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§ ____-8: Tree Replacement

Every tree removed shall be replaced pursuant to this Chapter. In no instance is tree replacement to be considered a penalty, but rather the minimum requirement(s) to implement the purposes of this section. Tree replacement shall not be a substitute for, but shall be in addition to, any penalty imposed for violation of the provisions of this section. Tree replacement required by this Chapter shall be completed within six months of tree removal unless the Township Forester or Land Use Board grants an extension until the next appropriate planting season. If any replacement tree planted pursuant to this section fails to thrive or dies within two years, it shall be replaced by the property owner within six months and the same shall be viable for an additional two (2) years.

a. Tree replacement, as approved by the Township Forester, Land Use Board, and/or Township Engineer, shall be required to comply with Table “A.”: Tree Replacement shall occur in the following priority to amplify the goals of this Chapter to maintain the existing tree canopy within specific areas of the Township:

1. The owner/applicant shall replant tree(s) on the Lot that which they were removed.

2. If the tree cannot be replaced on the Lot or an adjacent Lot, the applicant shall have the burden of demonstrating how such replacement on their Lot is not feasible. If the owner/applicant cannot replace tree(s) on the Lot that which they were removed, the Township Forester first ask the immediate neighbors of contiguous Lots where the tree is removed whether they permit re-planting on their Lot.

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3. If the owner/applicant is unable to replace tree(s) on the site that which they were removed or on the adjacent Lot(s), the owner/applicant shall pay into the Tree Removal and Replacement Fund in accordance with this Chapter.

b. The Forester shall prioritize the Tree Removal and Replacement Fund to locations closest to the site of removal to amplify the goals of this Chapter. In furtherance of said goals, the Township Forester shall seek to prioritize replanting within 1,000 feet of the property line, and, if not feasible, anywhere within the municipality in accordance with Table “A.”

c. Tree Replacement Fund. Pursuant to this section, unless the Township Forester has approved replacement of the removed tree(s) on the permit holder’s property in accordance with Table “A,” the Township Forester shall condition tree removal upon payment to the Tree Replacement Fund, established hereunder. The Township Forester shall require payment to the Tree Replacement Fund if a person removes a viable tree as determined by the Township Forester which is not replaced on the same property or Lot.

1. **Tree Preservation and Replacement Trust Fund:** A Tree Replacement Trust Fund dedicated to receive and disburse replacement tree fees when the permit

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applicant has conclusively demonstrated that it is not feasible to replace a tree(s) removed from the applicant's lot with other qualifying tree(s) planted on that site in accordance with Table "A." The Tree Replacement Fund may also accept contributions for its purposes from private or public sources. The amount to be paid in the Tree Replacement Fund shall be in accordance with Table "A" and shall be greater than the cost of on-site replacement both to encourage on-site tree replacement, the preferred approach under the Ordinance, and to assure that the Township is fully reimbursed for all fees and costs associated with off-site tree replacements. These fees shall be fixed by resolution and must be spent for tree replacements within two (2) years of the deposit into the account. All details of this fund shall be available to the public upon request. The Tree Replacement Fund in no way relieves the Township from a yearly budgetary allocation dedicated to planting new trees in the Township.

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3. The amount to be paid to the Tree Replacement Fund shall be in accordance with Table "A" upon the approval of the Township Forester.

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TABLE A

DBH of Tree	Required Action	Amount to Tree Replacement Fund
4 "-6.0"	Replace with one 2.5" inch native non-pesticide/herbicide treated tree with a minimum of 6-feet tall	To be prescribed by Resolution
6.1"-13"	Replace with either two 4" inch native non-pesticide/herbicide treated trees; or four 2.5" native non-pesticide/herbicide treated trees. Each tree shall be a minimum of 6-feet tall.	To be prescribed by Resolution
13.1"-22"	Replace with either three 4" inch native non-pesticide/herbicide treated tree; or six 2.5" native non-pesticide/herbicide treated trees. Each tree shall be a minimum of 6-feet tall.	To be prescribed by Resolution
23.1"-32"	Replace with either four 4" inch native non-pesticide/herbicide treated tree; or eight 2.5" native non-pesticide/herbicide treated trees. Each tree shall be a minimum of 6-feet tall.	To be prescribed by Resolution
Over 32 "	Replace with either five 4" inch native non-	To be prescribed by Resolution

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	pesticide/herbicide treated tree; or ten 2.5” native non-pesticide/herbicide treated trees. Each tree shall be a minimum of 6-feet tall.	
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§ ____-9: Enforcement and Administration

In administering and enforcing this section, the Township Forester, the Township's Construction Official, Zoning Officer, Township Planner, Engineer, Chief of Police, or any other Township officer or designee, is hereby empowered to issue stop work orders whenever a claimed violation of this section is witnessed or reported.

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§ ____-10: Violations and Penalties

a. Any person, firm, partnership, corporation, association, or other legal entity violating any of the provisions of this article shall, upon conviction of such violation, be punished by a fine not to exceed the amount set forth by Resolution, prescribed in accordance with N.J.S.A. 40:49-5 for each offense, in addition to the required mitigation for each tree illegally removed. Each illegally removed or damaged tree shall constitute a separate offense. Violations of this Ordinance shall be heard in the Municipal Court of competent jurisdiction.

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Commented [SG12]: This was changed to ensure that the fine can be amendable by Resolution, and is set forth in accordance with State Law.

b. The removal of a tree in violation of this section shall automatically invalidate or void any existing tree removal permit(s) associated with a property and terminate the issuance of any future permits until the matter has been resolved and any required tree replacement has been completed. This provision shall be applicable to contractors, agents and/or persons who remove tree(s) without properly registering with the Township in accordance with Chapter 5, § 27.1 *et seq.*

c. In addition to the suspension of any active tree removal permit, any company, business, or other entity who removes or damages any tree in violation of this Ordinance shall be subject potential suspension of their tree removal license within the Township as follows, within a period of five (5) years:

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1. First Offense: 90-day suspension;
2. Second Offense: 180-day suspension;
3. Third Offense: One year suspension; and
4. Any offense thereafter: permanent suspension.

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§ ____-11: Severability, Repeal of Inconsistent Ordinances, and Effective Date

Any and all parts of ordinances which are inconsistent with any of the terms and provisions of this section be and the same are hereby repealed as to and to the extent of such inconsistency.

Any and all parts of ordinances which are inconsistent with any of the terms and provisions of this section be and the same are hereby repealed as to and to the extent of such inconsistency.

This section shall take effect upon final passage and publication as required by law.

SUSAN MCCARTNEY, MAYOR

**BILL RUTHERFORD,
COUNCIL PRESIDENT**

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

INTRODUCED: February 13, 2024

ADOPTED:

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Legislative History

The purpose of this ordinance is to repeal and replace Chapter 25, Sections 27 of the Revised General Ordinances of the Township of West Orange and to create a new Chapter of the Township Code for the purpose of protecting trees which are among the Township's most valuable natural resource assets, which greatly enhance the appearance of the Township and contribute to its suburban and residential character, which must be kept and maintained in good order to enhance the Township's physical and aesthetic appearance, and generally protect the public health and safety as well as the general welfare. Importantly, trees contribute positively to climate change, protection of the environment, and maintenance of storm waters.