

1. Conference Meeting Agenda

Documents:

[CA 11.12.24.PDF](#)

2. Public Meeting Agenda

Documents:

[PM 11.12.24.PDF](#)

3. Resolution(S)

3.I. 309-24

Documents:

[309-24 -24 RAFFLE LICENSES 11.12.24.PDF](#)

3.II. 310-24

Documents:

[310-24 RESOLUTION GRANTING APPLICATION FOR LOCAL LICENSE TO OPERATE A CANNABIS RETAIL BUSINESS - DOGWOOD GREEN LLC.PDF](#)

3.III. 311-24

Documents:

[311-24 FOR PURCHASE OF FIREFIGHTER FRX TURNOUT GEAR UNDER NJ STATE CONTRACT 2024 \(2\).PDF](#)
[311-24 ATTACHMENT - NJ FIRE EQUIPMENT QUOTE 26568.PDF](#)

3.IV. 312-24

Documents:

[312-24 RESOLUTION BERGEN COUNTY COOP BEN SHAFFER.PDF](#)
[312-24 EXHIBIT A.PDF](#)

3.V. 313-24

Documents:

[313-24 RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS PROPERTY.PDF](#)

3.VI. 314-24

Documents:

[314-24 RESOLUTION STOP CONTROL AND ALL WAY STOP ANALYSIS AT VARIOUS LOCATIONS.PDF](#)

[314-24 ATTACHMENT.PDF](#)

3.VII. 315-24

Documents:

[315-24 RESOLUTION OSPAC AND CRYSTAL LAKE IMPROVEMENTS.PDF](#)
[315-24 ATTACHMENT.PDF](#)

3.VIII. 316-24

Documents:

[316-24 TAX COURT JUDGMENT RESOLUTION 622 EAGLE ROCK AVE-Q4 REFUND.PDF](#)

3.IX. 317-24

Documents:

[317-24 RESOLUTION AUTHORIZING INTERLOCAL AGREEMENT WITH BOROUGH OF ROSELAND FOR ANIMAL CONTROL SERVICES -2025.PDF](#)
[317-24 AGREEMENT.PDF](#)

4. Ordinance(S) On Second And Final Reading

4.I. 2879-24

Documents:

[2879-24 ORDINANCE REQUIRING ORDINANCES AMENDING MUNICIPAL CODE PROVISIONS SHOW CHANGES BEING MADE.PDF](#)

5. Ordinance(S) On First Reading

5.I. 2880-24

Documents:

[2880-24 ORDINANCE OXFORD TERR SWEEPING SNOW AND OVERNIGHT PARKING 102324.PDF](#)

5.II. 2881-24

Documents:

[2881-24 EMERGENCY ORDINANCE - SEVERANCE LIABILITIES - FIRST READING 11-12-2024.PDF](#)

6. ABC Hearing

6.I. 754-24

Documents:

[754-24 PLACE TO PLACE \(EXPANSION OF PREMISES\) -11.12.24.PDF](#)

Township of West Orange
CONFERENCE MEETING AGENDA
Council Chambers – 66 Main Street
Tuesday, November 12, 2024
Meeting No. 21

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.

- **Proclamation - 2024 Extra Mile Day – A Celebration of Township Volunteers**
- **Council Liaison Announcements**

- **Public Meeting – 7:00 p.m.**

PUBLIC MEETING AGENDA
Township of West Orange
66 Main Street – 7:00 p.m.
November 12, 2024-Meeting No. 21

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 –Public Meeting October 29, 2024**
- 4. *Report of Township Officers - None**
- 6. *Reading of Petitions and Communications and Bids - None**
- 7. *Bill List**
- 8. *Resolutions**
 - a. 309-24 Resolution Authorizing the Issuance of Raffle Licenses (Clerk)**
 - b. 310-24 Resolution Granting Application for Local License to Operate a Cannabis Retail Business - Dogwood Green LLC – (Legal-Moon)**
 - c. 311-24 Resolution Authorizing For Purchase Of Firefighter FRX Turnout Gear Under NJ State Contract #T0790 Blanket # 17-Fleet-00811 (P. Reynold)**
 - d. 312-24 Resolution to Authorize the Purchase of Bleachers and Installation through the Bergen County Cooperative (NJCPA) Cooperative Contracts # NJCPA COOP BC-BID-24-35 (P. Reynolds)**
 - e. 313-24 Resolution Authorizing Disposal of Surplus Property (P. Reynolds)**
 - f. 314-24 Resolution Authorizing a Professional Services Contract Bright View Engineering, 70 South Orange Ave., Suite 109, Livingston, NJ to Provide Professional Engineering Services for Stop Control and All Way Stop Analysis at Various Locations in the Amount NTE \$15,600.00 (Carballo)**
 - g. TABLED 315-24 Resolution Authorizing a Professional Services Contract to CME, 1460 Route 9 South, Howell, NJ 07731, for Professional Civil Engineering and Land Surveying Services Associated with the OSPAC and Crystal Lake Improvements in an Amount NTE \$160,000.00 (Carballo)**

- h. **316-24** Resolution Authorizing the Collector of Taxes to Rebate Payment to the Listed Taxpayer Pursuant to Final Judgment by the Tax Court of New Jersey (K. Longo)
- i. **TABLED 317-24** Resolution Authorizing Interlocal Agreement with Borough of Roseland for Animal Control Services -2025 (Legal-Gengaro)

9. Ordinances on Second and Final Reading

- a. **2879-24** An Ordinance Amending Chapter 3, Section 17.1 of the Revised General Ordinances of the Township of West Orange (Ordinances And Resolutions - Preparation) (Legal-Moon)

10. Ordinances on First Reading

- a. **2880-24** An Ordinance Amending and Supplementing Chapter 7, Traffic, Subsections 7-7.3 Temporary Parking Prohibition for Snow Plowing and Removal, 7-14.1C Night Parking Restricted, and 7-12 Parking Prohibited for Street Cleaning and Maintenance of the Revised General Ordinances of the Township of West Orange (Carballo)
- b. **TABLED 2881-24** Resolution of the Township of West Orange, in the County of Essex, State of New Jersey Providing for the Issuance of Special Emergency Notes in an Amount NTE \$1,800,000 to Fund Contractually Required Severance Liabilities Resulting from the Retirement of Employees in the Township (Ditinyak)

11. Pending Matters/New Matters/Council Discussion

12. ABC Hearing

- a. **754-24** Place to Place Transfer (Extension of Premises) of Retail Distribution License No. 0722-44-001-006, El Patio Liquor Store, LLC t/a El Patio Liquor Store, 56 Main Street, West Orange, NJ 07052

13. 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)**

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/88307425320?pwd=XsPfdMmH2PZporpCiwbzLmekaaBBiL1>

Webinar ID: 883 0742 5320

Passcode: 813572

Dial In: 929 205 6099

Public Comment – In Person Only

Next Meeting Date(s): Monday, November 25, 2024

Agenda is subject to change.

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>
Sea Turtle Recovery, Inc.	12.31.24 Off Premise 50/50	560 Northfield Ave.	7893

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

Bill Rutherford
Council President

Adopted: November 12, 2024

RESOLUTION

WHEREAS, pursuant to N.J.S.A. 40:48-2 and N.J.S.A. 24:61-45, the Township Council of the Township of West Orange (the “Township”) adopted Ordinance 2647-21 on July 13, 2021, amending the Township Code to establish rules and regulations governing cannabis; and

WHEREAS, the Township’s rules and regulations governing cannabis within the Township includes a local license requirement, which requires proposed cannabis businesses to apply for and obtain the Township Council’s approval for the issuance of a local license to operate a cannabis business within the Township of West Orange (a “Local License”); and

WHEREAS, Dogwood Green, Inc, an entity registered to do business in the State of New Jersey, submitted an application for a Local License for the proposed operation of a cannabis retail business within the Township at the property located at: Block 10, Lot 1.01, commonly known as 5 Central Avenue (“Application”); and

WHEREAS, Dogwood Green, Inc, has received site plan approval from the Township’s Planning Board for the above-referenced proposed cannabis retail business; and

WHEREAS, Dogwood Green, Inc, received final approval from the State of New Jersey Cannabis Regulatory Commission (“CRC”) for a Class V Cannabis Retail Annual License; and

WHEREAS, the issuance of a Local License to Dogwood Green, Inc, to operate as a Cannabis Retail Business will not exceed the Township's current limit of retail cannabis businesses;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Orange, County of Essex, State of New Jersey, in consideration of the recommendations of the Chief of Police hereby determines to be in the best interests of the Township, as follows:

1. The above recitals are incorporated as though set forth at length herein.
2. The application of Dogwood Green, Inc, for a local license to operate a cannabis retail business within the Township of West Orange at the property located at: Block 10, Lot 1.01 (commonly known as 5 Central Avenue, West Orange, New Jersey), is in compliance with the Township's local regulations on cannabis businesses and is hereby approved.
3. This Resolution shall constitute proof that said application complies with the Township's local restrictions pursuant to N.J.S.A. 24:6I-45(c)(1).
4. The issuance of a Local License to operate a cannabis retail business within the Township would not exceed the Township's current limit of retail cannabis businesses.
5. The Township Clerk is authorized and directed to issue a Local License to Dogwood Green, Inc.
6. The Township Clerk shall also promptly provide Dogwood Green, Inc, and the New Jersey Cannabis Regulatory Commission with a certified copy of this Resolution.
7. This Resolution shall take effect immediately.

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

Bill Rutherford,
Council President

Adopted: November 12, 2024

**FOR PURCHASE OF FIREFIGHTER FRX TURNOUT GEAR UNDER
NJ STATE CONTRACT #T0790 BLANKET # 17-FLEET-00811**

WHEREAS, the Township of West Orange Fire Department has hired two new firefighters and shall supply turn out gear and replace nine existing employee's gear; and

WHEREAS, the State Contract authorized dealer can supply the Township with all the Fire Departments requirements under its state contract #T0790 Blank #17- FLEET-00811 for Firefighter Protective Clothing and Equipment; and

WHEREAS, pursuant to the provision of N.J.S.A. 40A: 11-12, a Contracting Unit may, without advertising for bids, purchase any materials, supplies or equipment under any contract or contracts for such materials, supplies or equipment entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury.

NOW BE IT RESOLVED, by the Municipal Council of the Township of West Orange hereby authorizes the purchase of Firefighter Clothing from NJ Fire Equipment Co, 119- 131 Route 22 East, Green Brook, NJ 08812 an authorized dealer for the about contract in the amount of not to exceed \$51,794.05.

BE IT FURTHER RESOLVED, by the Municipal Council of the Township of West Orange that this resolution together with a properly executed purchase order shall constitute an agreement between the Township and NJ Fire Equipment Co. subject to all conditions applicable to the current State Contract.

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

Bill Rutherford, Council President

Adopted: November 12, 2024

I certify funds are available from Account No. 2024 ARP Grant: 01-2040-41-2000-224

John C. Ditinyak, Chief Financial Officer

311-24**New Jersey Fire Equipment Co.**119-131 Route 22 East
Green Brook, NJ 08812**Quote**

Date	Quote #
9/30/24	26568

Name / Address
Township of West Orange West Orange Fire Department 415 Valley Road West Orange, NJ 07052

Contact: COD Vecchio

Phone: 973-325-4175

PO #	Terms	Rep	FOB
	Net 30	KW	

Item	Description	Delivery	Qty	Cost	Total
NJSC Fire Dex	New Jersey State Contract Fire-Dex T-0790 (17DPP00100) Firefighter Protective Clothing & Equip. Award Summ. NJ NJSC Master Blanket # 17-FLEET-00811				0.00
Fire-Dex Gear	Fire-Dex NFPA PPE Coat & Pant Built to current FD specifications, @ current NJ State Contract Price.		11	4,708.55	51,794.05
Dex-Pro 3D Le...	Dex-Pro 3D leather glove, gauntlet cuff NJFE Courtesy		11		0.00
HCJSTNBJM	FIRE DEX "Captain Jim" Double layer 6.2 oz hood NJFE Courtesy		11		0.00

Phone #	E-mail
(732) 968-2121	info@njfe.com

Total

\$51,794.05

Signature: _____

JAG

312-24
November 12, 2024

**Resolution To Authorize The Purchase Of Bleachers And Installation
Through The Bergen County Cooperative (NJCPA)
Cooperative Contracts # NJCPA COOP BC-BID-24-35**

WHEREAS, the Township of West Orange applied for a grant and were approved to receive funds from the NJ Department of Community Affairs for Improvements to Degnan Field in the approximate amount of \$110,000.00; and

WHEREAS, pursuant to the provision made in the Local Public Contracts Law N.J.S.A. 40A:11-5(2) the Township as a Local Government Unit, may without public advertising for goods or services enter into contracts already secured by the United States of America, the State of New Jersey, County or Municipality; and

WHEREAS, the Township as a member of the Bergen County (NJCPA) cooperative can utilize the cooperative contracts with the following Company

annexed hereto for cost detail:

**Ben Shaffer Recreation, Inc
P.O. Box 844
Lake Hopatcong, NJ 07849**

**NJ State Approved Co-op No. 11-BECCP
Bid Number BC-BID-24-35
Co-op # 11-BECCP**

Total Equipment with Installations NOT TO EXCEED - \$79,623.57

NOW, THEREFORE BE IT RESOLVED, by the West Orange Township Council that the Contract for new bleachers and installation for Degnan Field be awarded to the above-mentioned company.

BE IT FURTHER RESOLVED, that the Purchasing Agent, on behalf of the Township issue and execute Purchase Order for the amount awarded with funds certified available by the Chief Financial Officer.

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

Bill Rutherford, Council President

Adopted: November 12, 2024

I certify funds are available from Account No. 01-2040-41-9044-224

John C. Ditinyak, Chief Financial Officer

312-24

Exhibit “a”



**BEN
SHAFFER
RECREATION**

Ben Shaffer Recreation
P.O. Box 844
Lake Hopatcong NJ 07849 US

Proposal

TERMS

Net 30

REP

Scott
Tumminello

DATE

10/24/2024

Proposal #

4380-1

BILL TO

West Orange Township
Accts. Payable Dept.
66 Main Street
West Orange NJ 07052

SHIP TO

West Orange Recreation
Degnan Park
West Orange NJ 07052

CONTACT

William Kehoe

NJCPA COOP BC-BID-24
35

As requested, we are pleased to quote the following BC-BID-24-35; using Co-op #11-BECCP

ITEM# / DESCRIPTION	VENDOR	QTY	RATE	AMOUNT
NG-1019.5ADA_CL-BCCPA	National Recreation Systems	2.00	\$22,103.86	\$44,207.72
ADA Series Bleachers Chain-link Guardrail (customized to make 1 C-36A-0802100C04 36" elev. 8 row x 21'-0" bleacher Net seating capacity 81 + 4 ADA seats				
DISCOUNT		1.00	(\$884.15)	(\$884.15)
FREIGHT		1.00	\$2,950.00	\$2,950.00
Freight				
MHL	BSR	230.00	\$145.00	\$33,350.00
Man-Hour Labor recieve/unload/build on existing asphalt including ground sills, and trash removal				



Ben Shaffer Recreation
P.O. Box 844
Lake Hopatcong NJ 07849 US

Proposal

TERMS	REP	DATE	Proposal #
Net 30	Scott Tumminello	10/24/2024	4380-1

BILL TO
West Orange Township
Accts. Payable Dept.
66 Main Street
West Orange NJ 07052

SHIP TO
West Orange Recreation
Degnan Park
West Orange NJ 07052

CONTACT
William Kehoe

NJCPA COOP BC-BID-24
35

As requested, we are pleased to quote the following BC-BID-24-35; using Co-op #11-BECCP

ITEM# / DESCRIPTION	VENDOR	QTY	RATE	AMOUNT
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Degnan Bleachers

\$79,623.57

The above items are priced in accordance with BC-BID-24-35; using Co-op #11-BECCP

Approximate delivery time is 14-16 weeks after receipt of order. When placing your order, kindly advise whom the trucker should notify to schedule delivery. The trucker will make one contact and that person must inform any other parties to coordinate delivery

Please make your Purchase Order payable to "Ben Shaffer Recreation Inc."

Standard colors and finish are quoted unless noted. Final count is the responsibility of the contractor/purchaser. Note that assembly/installation is NOT provided. Sales Tax will be added if applicable.

Aluminum angle understructure with 8" Rise / 24" Run 36 inch elevation, 63 inch clear front walkway 2 x 10 anodized aluminum seat plank with poly end caps Double 2 x 10 mill finish aluminum foot plank with aluminum end caps 1 x 6 riser rows 1 - 7 and (2) 1 x 6 top row risers mill finish (1) 4'-6" wide vertical aisle with mid aisle handrail 1 set of entry stairs Chain link guardrail system (1) Switch Back ADA accessibility ramp + 4 Wheel chair spaces

**Economical mill finish foot plank and risers have been specified on this quote. NRS will not be responsible for discoloration or staining (dark black, brown, or white residue) resulting from unavoidable condensation that occurs during packing, transporting and storage, preceding and/or during installation. Removal of these stains or replacement of boards upon completion of installation is not part of this contract because stained mill finish boards meet all specified requirements. A clear anodized finish may be quoted at an additional cost to avoid potential discoloration or staining.



Ben Shaffer Recreation
P.O. Box 844
Lake Hopatcong NJ 07849 US

Proposal

TERMS

Net 30

REP

Scott
Tumminello

DATE

10/24/2024

Proposal #

4380-1

Scott Tumminello
Ben Shaffer Recreation Inc.
Vice President, CPSI
Scott@BenShaffer.com
P: 973-294-5970

If you agree to the terms set forth in this proposal, please fill out name, signature, and date to confirm approval:

Estimate Approved By _____

Signature _____

Date _____

P.O. Number _____

Trucker Contact _____ Trucker Phone _____

Ship To Address _____

Conditions of Installation

RE: _____

Installations of equipment are subject to the following conditions and/or exclusions. Unless otherwise specifically included in the accompanying quote, Ben Shaffer Recreation and its contracted installers are not responsible for the following. If non-included services are needed, additional charges will apply and be billed at the contract cost:

- Unforeseen obstructions (such as in sub-surface) resulting in delayed installation or additional removal fees (rock, pipes, old building or site debris, hidden borders, oversized footings or other items that may be discovered during the excavation and removal process)
- Accepting delivery and/or checking materials
- Storage/security of materials at jobsite
- Relocation or transport of materials to jobsite
- Site preparation (grading, drainage, etc.)
- Finish work to site area (borders, protective surfacing)
- Removal/ Disposal of existing equipment
- Off-site disposal of shipping materials (cardboard, crating, etc.). Shipping materials will be neatly stacked on site, or placed in an on-site dumpster provided by site owner/manager.
- Equipment not included as part of original project number
- Any permits or clearance by utility companies and/or local building departments if applicable • Site security for rubber safety surface installation provided by others.
- If there are no on-site provisions for disposition of excavated footing materials (i.e. soil, blacktop, rocks, etc.)

NOTE: You should contact your utility companies directly to clear the area for all utilities prior to ordering equipment. Any necessary changes in equipment or layout can then be done prior to start of construction. You must indicate that the mark-out is for survey only. Customer is responsible for locating any privately owned utilities. We cannot be responsible for any damage to water, gas or other utilities as a result of owner's failure to clear underground plans.

If finish work is being done by installer (borders, protective surfacing), direct access for delivery trucks must be provided.

If site is to be graded or leveled, this must be coordinated and approved by installer to ensure adequate anchorage for structure.

The owner shall hold Ben Shaffer Recreation harmless in the event of injury due to lack of, or insufficient, resilient surface.

Sharp objects (i.e., sports spikes, heeled shoes, etc.) will damage rubber surface and void surface warranties

Ben Shaffer Recreation and its sub-contractors are in no way responsible for any issues associated with product design, manufacturing defect, lack of resilient surfacing or maintenance thereof.

I have read, understood, and agree to the above conditions.

Signed: _____ Print Name: _____ Date: _____

Please sign/save and email to sales@benshaffer.com; or print and fax to 973-663-4615.

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

EXHIBIT “A”**2024 AUCTION LIST**

<u>VEHICLE</u>	<u>YEAR</u>	<u>MAKE/MODEL</u>	<u>VIN#/ SERIAL #</u>
ENGINE 1	2001	Pierce Pumper	4P1CT02S41A001495

R E S O L U T I O N

WHEREAS, the Township of West Orange proposes Professional Engineering Services for Stop Control and All Way Stop Analysis at Various Locations; and

WHEREAS, for Stop Control and All Way Stop Analysis at Various Locations, the Township requires the services of a professional engineering firm; and

WHEREAS, the Township Engineer prepared a Request for Proposals dated October 8, 2024 for these professional services; and

WHEREAS, the Township Engineer solicited a proposal from six professional civil engineering firms specializing in traffic and transportation engineering; and

WHEREAS, Bright View Engineering, responded to the Request for Proposal; and

WHEREAS, Bright View Engineering, has performed similar work for the Township; and

WHEREAS, by letter dated October 29, 2024, the Township Engineer recommended a professional services contract be awarded to Bright View Engineering, 70 South Orange Avenue Suite 109, Livingston, NJ 07039, for Engineering Services associated with Stop Control and All Way Stop Analysis at Various Locations; and

WHEREAS, sufficient funds exist for the services outlined in the proposal of Bright View Engineering; 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 Bright View Engineering, to provide professional engineering services for Stop Control and All Way Stop Analysis at Various Locations in the amount not to exceed \$15,600.00.

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: November 12, 2024

I hereby certify funds are available from:

ACCOUNT NO.
2024 Capital Budget
Account #03-2829-23-0500-010
\$15,600.00

John Ditinyak, Chief Financial Officer

**TOWNSHIP OF WEST ORANGE**

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

DEPARTMENT OF ENGINEERING**SUSAN McCARTNEY***Mayor*

Tel./Fax: (973) 325-4160

Email: Engineering@westorange.org**ZAYIBETH CARBALLO***Director/Municipal Engineer*

October 29, 2024

Mayor and Township Council
Municipal Building
66 Main Street
West Orange, New Jersey 07052

RE: **AWARD OF PROFESSIONAL SERVICES CONTRACT,
PROFESSIONAL ENGINEERING SERVICES FOR:
STOP CONTROL AND ALL WAY STOP ANALYSIS
AT VARIOUS LOCATIONS**

Mayor McCartney, Council President Rutherford, and Council Members,

On Friday, October 25, 2024 the Township received four responses to the Request for Proposal issued October 8, 2024 for Professional Engineering Services for Stop Control and All Way Stop Analysis at Various Locations.

A summary of the responses for the project is as follows:

- | | |
|---|-------------|
| 1. Bright View Engineering
70 South Orange Avenue, Suite 109
Livingston, NJ 07039 | \$15,600.00 |
| 2. Dynamic Traffic
1904 Main Street
Lake Como, NJ 07719 | \$19,000.00 |
| 3. Consulting and Municipal Engineers
3141 Bordentown Avenue
Parlin, NJ 08859 | \$57,786.00 |

AN EQUAL OPPORTUNITY EMPLOYER

www.westorange.org

- | | |
|--|-------------|
| 4. Greenman-Pedersen, Inc.
301 Gibraltar Drive, Suite 2A
Morris Plains, NJ 07950 | \$77,647.72 |
| 5. T&M Associates
400 Broadacres Drive, Suite 250
Bloomfield, NJ 07003 | Declined |
| 6. H2M Architects + Engineers
119 Cherry Hill Road, Suite 110
Parsippany, NJ 07054 | No Response |

Based on my review of the proposals received, I recommend you award a Professional Services Contract to Bright View Engineering, 70 South Orange Avenue, Suite 109, Livingston, NJ 07039, in the amount of \$15,600.00 as the lowest responsive proposal. Attached, is a Resolution awarding Professional Services Contracts to Bright View Engineering.

Please contact me if you have any questions. A copy of the RFP and a copy of the responses are enclosed.

Very truly yours,

Zayibeth Carballo

Zayibeth Carballo

Director/Municipal Engineer

ZYC/bs

cc: John Ditinyak, CFO
James Abbott, Interim BA/Chief of Police
Richard Trenk, ESQ
Peter Smeraldo, Assistant BA
Pat Matullo, Ltd. WO Traffic Bureau



TOWNSHIP OF WEST ORANGE

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

DEPARTMENT OF ENGINEERING

SUSAN McCARTNEY

Mayor

Tel/Fax: (973) 325-4160

Email: Engineering@westorange.org

ZAYIBETH CARBALLO

Director/ Municipal Engineer

October 8, 2024

Trevor Taylor
CME
Monmouth Junction, NJ, 08852

**RE: REQUEST FOR PROPOSALS (RFP)
PROFESSIONAL ENGINEERING SERVICES FOR
STOP CONTROL AND ALL WAY STOP ANALYSIS
AT VARIOUS LOCATIONS**

Dear Mr. Taylor:

The Department of Engineering for the Township of West Orange requests proposals from firms providing Engineering Services, which are capable of providing Stop Control and All Way Stop Analyses at locations to determine the most appropriate traffic control measures.

Scope of Services:

I. STOP CONTROL ANALYSIS

Consultant will conduct a field investigation at each of the following locations to evaluate existing conditions that might affect the installation of stop control at each intersection and confirming adequate sight distance is available and identify any other deficiencies within the study area.

Also, Consultant is to review the available crash data attached to the RFP and available crash history from NJDOT's Safety Voyager system to confirm if significant crash data is present.

1. Lancaster Terrace and Manchester Road
2. Manchester Road and Westminster Terrace
3. Normandy Terrace and Manchester Road
4. Cheshire Terrace and Nottingham Road
5. Devonshire Terrace and Nottingham Road
6. Nottingham Road and Normandy Terrace
7. Westminster Terrace and Nottingham Road
8. Brook Place and Mount Pleasant Place
9. Vosseler Ct and Vosseler Terrace
10. Sylvan Place and Burnett Terrace
11. Gilbert Place and Bradford Ave

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12. Devon Drive and Mountain Way
13. Mountain Way S and Mountain Way
14. Cullen Drive and Carlson Road

As part of the deliverables, Consultant is to prepare a short report for each intersection which details findings and recommendations for changes including a recommendation for the installation of stop signs were appropriate consistent with the 11th edition of MUTCD.

II. ALL WAY STOP ANALYSIS FOR THE INTERSECTIONS OF:

- ❖ **LOWELL AVE. AND MOUNTAIN WAY AND LUDDINGTON RD.**
- ❖ **MISSISSIPPI AVE. AND MAPLE ST.**

Consultant will conduct a field investigation at each location to evaluate existing intersection(s) geometry, observe traffic patterns, review available sight distance and identify other deficiencies within the study area. Also, consultant will review the available crash history from the West Orange Police Department to confirm if a significant crash history is present. If necessary, consultant will review available crash history from NJDOT's Safety Voyager system to confirm if significant crash data is present. The following tasks are to be conducted:

- A. Perform intersection turning movement counts at the intersection(s) from 6:00 AM to 7:00 PM on a mid-week weekday (Tuesday, Wednesday, or Thursday) when schools are in regular session to establish existing intersection volumes.
- B. Conduct a stop warrant analysis in accordance with section 2B.12 of the 11th Edition of the MUTCD.
- C. Perform peak hour level of service analysis for the intersection(s) under existing conditions and with any recommended changes.
- D. Consultant will prepare a letter report for each intersection which details findings and recommendations.
- E. Include at least 1 meeting.

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

Proposals shall be submitted in writing on or before **10:00 A.M. Friday October 25, 2024** to the Department of Engineering, 25 Lakeside Avenue, West Orange, NJ 07052 and shall include a specified completion date or number of days required for completion of the work after approval is granted to proceed. Also, evidence of proper insurance shall be submitted for approval by the Township Attorney.

Very truly yours,
Zayibeth Y. Carballo
Zayibeth Y. Carballo,
Director/Municipal Engineer

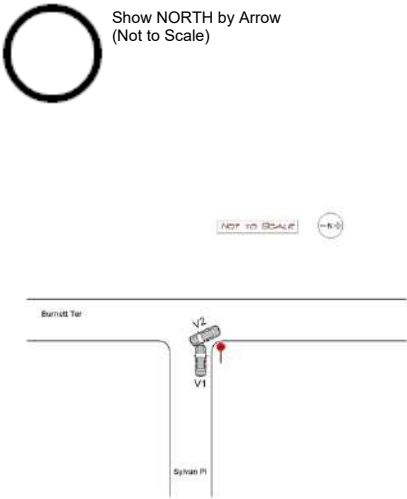
ZYC/ag

96	05	Page 1 of 2 ☐ Fatal New Jersey Police Crash Investigation Report ☒ Reportable ☐ Non-Reportable ☐ Change Report																		118a	25																						
97	01	1. Case Number 2022-010459		10. Crash Occurred On: SYLVAN PLACE W 25										11. Speed Limit 25		12. Route No. --		13. Milepost --		118b	--																						
98	01	2. Police Dept. of WEST ORANGE		Code 01		☐ At Intersection with ☒ Feet ☐ N ☒ E ☐ S ☐ W										17. Cross Road Name/Route No. BURNETT TER		18. Speed Limit 25		119a	08																						
99	07	3. Station/Precinct --				14. 10 15. 16.										19. 19. To: --		20. Route Name/Route No.		21. Latitude		22. Longitude		119b	--																		
100a	01	4. Date of Crash mm dd yy 05/16/22		5. Day of Week MON		6. Time (use 2400 hrs.) 1314		7. Municipality Code 0722		8. Total Killed --		9. Total Injured --		21. Latitude		22. Longitude		20. Route Name/Route No.		21. Latitude		22. Longitude		120a	01																		
100b	06	23. Veh. # 01		24. Policy No. 4048530119		25. NJ Ins. Code 148		53 Veh. # 02		54. Policy No. 10007706454		55. NJ Ins. Code 963												120b	--																		
101	02	☐ Parked ☐ Ped ☐ Pedalcyclist ☐ Resp. to Emergency ☐ Hit & Run																						121a	01																		
102	02	26. Driver's First Name RAJINDER		Initial K		Last Name SONDHI		29. Sex M		56. Driver's First Name JOAN		Initial T		Last Name ROSENBAUM		59. Sex F								121b	--																		
103	01	27. Number & Street 30 ALBERT COURT										57. Number & Street 357 MELROSE PL														122	08																
104	2	28. City RANDOLPH										State NJ		Zip 07869-4188		58 City S ORANGE										State NJ		Zip 07079-1638		123	03												
105	09	30. Eyes 02		DL Class --		Restrictions --		Endorsements --		31. State NJ		60. Eyes 04		DL Class --		Restrictions --		Endorsements --		61. State NJ				124	08																		
		32. Driver's License Number S63876387212612										33. DOB mm dd yy 12/19/61		34. Expires mm yy 12/22		62. Driver's License Number R66934028357294										63. DOB mm dd yy 07/04/29		64. Expires mm yy 07/23		125	11												
106	02	35. Owner's First Name Initial Same As Driver MORRIS COUNTY AUTO SLS INC										65. Owner's First Name Initial Same As Driver JOAN T ROSENBAUM																				126a	26										
107	02	36. Number & Street 111 RIDGEDALE AVE										66. Number & Street 357 MELROSE PL																				126b	--										
108	01	37. City MORRISTOWN										State NJ		Zip 07960		67. City S ORANGE										State NJ		Zip 07079-1638		126c	--												
109	01	38. Make BMW		39. Model 330		40. Color GY		41. Year 2018		42. Plate No. J39PWR		43. State NJ		68. Make TOYOTA		69. Model CAM		70. Color GN		71. Year 2009		72. Plate No. C41BWP		73. State NJ		126d	--																
110	01	44. VIN WBA8Z9C5XJG827823										45. Expires 05/23		74. VIN 4T4BE46K09R114114										75. Expires 04/23				126e	26														
111	01	46. Vehicle Removed to: --										76. Vehicle Removed to: --																				127a	26										
112	--	☒ Driven ☐ Towed Disabled ☐ Towed Disabled & Impounded ☐ Left at Scene ☐ Towed Impounded										☒ Driven ☐ Towed Disabled ☐ Towed Disabled & Impounded ☐ Left at Scene ☐ Towed Impounded																				127b	--										
113	--	47. Authority ☐ Owner ☐ Driver ☒ Police										77. Authority ☐ Owner ☐ Driver ☒ Police																				127c	--										
114	--	48. Alcohol Drug Test Given : ☒ No ☐ Yes ☐ Refused Type : ☐ Breath ☐ Blood ☐ Urine										49. Hazardous Material ☒ None ☐ On Board ☐ Spill Hazard Class Placard No.										78 Alcohol Drug Test Given : ☒ No ☐ Yes ☐ Refused Type : ☐ Breath ☐ Blood ☐ Urine										79. Hazardous Material ☒ None ☐ On Board ☐ Spill Hazard Class Placard No.										127d	--
115	--	Results: 0. -- % ☐ Pending										51. GVWR / GCWR (trucks & buses only) ☐ < 10,000 lbs. ☐ 10,001 - 26,000 lbs. ☐ > 26,001 lbs.										80. Carrier No. ☐ USDOT -- ☒ None ☐ MC/MX --										81. GVWR / GCWR (trucks & buses only) ☐ < 10,000 lbs. ☐ 10,001 - 26,000 lbs. ☐ > 26,001 lbs.										127e	26
116	04																																									128	26
117	02	52. Motor Carrier or Government Entity --										82. Motor Carrier or Government Entity --																						129	11								
		Number & Street --										Number & Street --																						130	11								
		City --										State --		Zip --		City --										State --		Zip --		131	10												
		135. Damage To Other Property ☐ Yes (if Yes, describe) ☒ No																																132	10								
																																		133	03								
		Oper. 136. Charge										137. Summons No.										Oper. 138. Charge										139. Summons No.										134	03
		Oper. 140. Charge										141. Summons No.										Oper. 142. Charge										143. Summons No.											

	83	84	85	86	87	88	89	90	91	92	93	94	95	Names & Addresses of Occupants If Deceased, Date & Time of Death
A	1	01	01	05	60	M	--	--	01	11	04	--	--	SONDHI, RAJINDER K, 30 ALBERT COURT, RANDOLPH, NJ 07869-4188
B	2	01	01	05	92	F	--	--	01	11	04	--	--	ROSENBAUM, JOAN T, 357 MELROSE PL, S ORANGE, NJ 07079-1638
C	--	--	--	--	--	--	--	--	--	--	--	--	--	
D	--	--	--	--	--	--	--	--	--	--	--	--	--	

New Jersey Police Crash Investigation Report												Case Number 2022-010459			Page 2 of 2	
	83	84	85	86	87	88	89	90	91	92	93	94	95	Names & Addresses of Occupants If Deceased, Date & Time of Death		
E	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
F	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
G	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
H	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
I	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
J	--	--	--	--	--	--	--	--	--	--	--	--	--	--		

144. Crash Diagram



145. Crash Description/ Narrative

D1 stated he was coming to a stop at the intersection of Sylvan Pl and Burnett Ter. D1 further stated while stopped, V2 attempted to make the left turn from Burnett Ter onto Sylvan Pl. D1 thought V2 was going to make the wide turn but turned close to V1, thus striking V1.

D2 stated she was driving South on Burnett Ter making the left turn onto Sylvan Pl. While turning V2 turned close to V1 thus striking V1 causing damage.

146. Officer's Signature Patrol Officer ANDREW D. AYRE 	147. Badge # 354	148. Reviewer Sergeant BRAD D. SQUIRES 	Badge # 217	149. Case Status COMPLETE
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96	05	Page 1 of 3		☐ Fatal		New Jersey Police Crash Investigation Report										☒ Reportable		☐ Non-Reportable		☐ Change Report		118a	02																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
97	01	1. Case Number		20027636										10. Crash Occurred On:		MANCHESTER RD		E		11. Speed Limit		25		12. Route No.		Suffix		13. Milepost		18. Speed Limit		118b	-																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
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Day of Week		Su		Mo		Tu		We		Th		Fr		Sa		15		16		17		18		19		20		21		22		23		24		25		26		27		28		29		30		31		32		33		34		35		36		37		38		39		40		41		42		43		44		45		46		47		48		49		50		51		52		53		54		55		56		57		58		59		60		61		62		63		64		65		66		67		68		69		70		71		72		73		74		75		76		77		78		79		80		81		82		83		84		85		86		87		88		89		90		91		92		93		94		95		96		97		98		99		100		101		102		103		104		105		106		107		108		109		110		111		112		113		114		115		116		117		118		119		120		121		122		123		124		125		126a		126b		126c		126d		126e		127a		127b		127c		127d		127e		128		129		130		131		132		133		134		135		136		137		138		139		140		141		142		143		144		145		146		147		148		149		150		151		152		153		154		155		156		157		158		159		160		161		162		163		164		165		166		167		168		169		170		171		172		173		174		175		176		177		178		179		180		181		182		183		184		185		186		187		188		189		190		191		192		193		194		195		196		197		198		199		200		201		202		203		204		205		206		207		208		209		210		211		212		213		214		215		216		217		218		219		220		221		222		223		224		225		226		227		228		229		230		231		232		233		234		235		236		237		238		239		240		241		242		243		244		245		246		247		248		249		250		251		252		253		254		255		256		257		258		259		260		261		262		263		264		265		266		267		268		269		270		271		272		273		274		275		276		277		278		279		280		281		282		283		284		285		286		287		288		289		290		291		292		293		294		295		296		297		298		299		300		301		302		303		304		305		306		307		308		309		310		311		312		313		314		315		316		317		318		319		320		321		322		323		324		325		326		327		328		329		330		331		332		333		334		335		336		337		338		339		340		341		342		343		344		345		346		347		348		349		350		351		352		353		354		355		356		357		358		359		360		361		362		363		364		365		366		367		368		369		370		371		372		373		374		375		376		377		378		379		380		381		382		383		384		385		386		387		388		389		390		391		392		393		394		395		396		397		398		399		400		401		402		403		404		405		406		407		408		409		410		411		412		413		414		415		416		417		418		419		420		421		422		423		424		425		426		427		428		429		430		431		432		433		434		435		436		437		438		439		440		441		442		443		444		445		446		447		448		449		450		451		452		453		454		455		456		457		458		459		460		461		462		463		464		465		466		467		468		469		470		471		472		473		474		475		476		477		478		479		480		481		482		483		484		485		486		487		488		489		490		491		492		493		494		495		496		497		498		499		500		501		502		503		504		505		506		507		508		509		510		511		512		513		514		515		516		517		518		519		520		521		522		523		524		525		526		527		528		529		530		531		532		533		534		535		536		537		538		539		540		541		542		543		544		545		546		547		548		549		550		551		552		553		554		555		556		557		558		559		560		561		562		563		564		565		566		567		568		569		570		571		572		573		574		575		576		577		578		579		580		581		582		583		584		585		586		587		588		589		590		591		592		593		594		595		596		597		598		599		600		601		602		603		604		605		606		607		608		609		610		611		612		613		614		615		616		617		618		619		620		621		622		623		624		625		626		627		628		629		630		631		632		633		634		635		636		637		638		639		640		641		642		643		644		645		646		647		648		649		650		651		652		653		654		655		656		657		658		659		660		661		662		663		664		665		666		667		668		669		670		671		672		673		674		675		676		677		678		679		680		681		682		683		684		685		686		687		688		689		690		691		692		693		694		695		696		697		698		699		700		701		702		703		704		705		706		707		708		709		710		711		712		713		714		715		716		717		718		719		720		721		722		723		724		725		726		727		728		729		730		731		732		733		734		735		736		737		738		739		740		741		742		743		744		745		746		747		748		749		750		751		752		753		754		755		756		757		758		759		760		761		762		763		764		765		766		767		768		769		770		771		772		773		774		775		776		777		778		779		780		781		782		783		784		785		786		787		788		789		790		791		792		793		794		795		796		797		798		799		800		801		802		803		804		805		806		807		808		809		810		811		812		813		814		815		816		817		818		819		820		821		822		823		824		825		826		827		828		829		830		831		832		833		834		835		836		837		838		839		840		841		842		843		844		845		846		847		848		849		850		851		852		853		854		855		856		857		858		859		860		861		862		863		864		865		866		867		868		869		870		871		872		873		874		875		876		877		878		879		880		881		882		883		884		885		886		887		888		889		890		891		892		893		894		895		896		897		898		899		900		901		902		903		904		905		906		907		908		909		910		911		912		913		914		915		916		917		918		919		920		921		922		923		924		925		926		927		928		929		930		931		932		933		934		935		936		937		938		939		940		941		942		943		944		945		946		947		948		949		950		951		952		953		954		955		956		957		958		959		960		961		962		963		964		965		966		967		968		969		970		971		972		973		974		975		976		977		978		979		980		981		982		983		984		985		986		987		988		989		990		991		992		993		994		995		996		997		998		999		1000		1001		1002		1003		1004		1005		1006		1007		1008		1009		1010		1011		1012		1013		1014		1015		1016		1017		1018		1019		1020		1021		1022		1023		1024		1025		1026		1027		1028		1029		1030		1031		1032		1033		1034		1035		1036		1037		1038		1039		1040		1041		1042		1043		1044		1045		1046		1047		1048		1049		1050		1051		1052		1053		1054		1055		1056		1057		1058		1059		1060		1061		1062		1063		1064		1065	

New Jersey Police Crash Investigation Report											Case Number 20027636				Page <u>2</u> of <u>3</u>	
E F G H I J	83	84	85	86	87	88	89	90	91	92	93	94	95	Names & Addresses of Occupants If Deceased, Date & Time of Death		

144. Crash Diagram

Show NORTH by Arrow
(Not to Scale)

SEE NJTR-1B

145. Crash Description/Narrative

Driver of V1 stated that he was conducting a K-Turn on Manchester Road and while he was reversing during the turn, he backed into the front drivers side portion of V2, which was parked curbside and unoccupied, facing east on Manchester Road. Driver of V1 had no complaints of pain nor any signs of injury.

The owner of V2 was notified of the accident.

It should be noted that WOPD Officer Risteski #292 was on Westminster Terrace and observed the accident take place. His description of the accident concurred with the Driver of V1's.

146. Officer's Signature HAMILTON, JOHN	147. Badge # 389	148. Reviewer SQUIRES,BRAD	Badge # 217		149. Case Status ☐ Pending ☒ Complete
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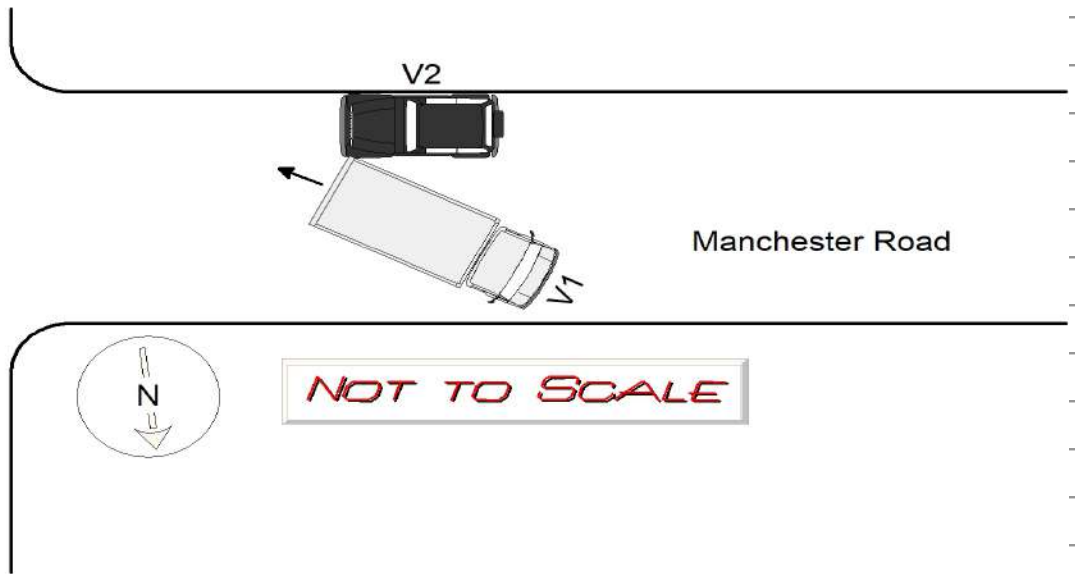
New Jersey Police Crash Investigation Report
Motor Vehicle Crash Diagram

Police Dept: WEST ORANGE Code: 01
Station: - Case No: 20027636

144 Crash Diagram (NOT TO SCALE)

○ Indicate
North

Westminster Terrace



HAMILTON, JOHN

Officer's Signature

389

Badge Number

96	05	Page 1 of 3		☐ Fatal		New Jersey Police Crash Investigation Report										☒ Reportable		☐ Non-Reportable		☐ Change Report		118a	02																																																						
97	01	1. Case Number		19043782										10. Crash Occurred On:		GILBERT PL		S		11. Speed Limit		25		118b	-																																																				
98	01	2. Police Dept. of		Code		WEST ORANGE		01		300		☐ At Intersection with		☒ Feet		☒ N		☐ E		12. Route No.		Suffix		13. Milepost		119a	25																																																		
99	07	3. Station/Precinct		-		-		-		14		15		16		of: CLUB BLVD		18. Speed Limit		25		119b	-																																																						
100a	01	4. Date of Crash		mm dd yy		5. Day of Week		Su Mo Tu We Th Fr Sa		6. Time (use 2400 hrs.)		7. Municipality Code		8. Total Killed		9. Total Injured		21. Latitude		20 Route Name/Route No.		22. Longitude		120a	01																																																				
100b	04	23. Veh. #		24. Policy No.		B831923-8		25. NJ Ins. Code		426		53. Veh. #		54. Policy No.		4374610725		55. NJ Ins. Code		100		120b	-																																																						
101	02	26. Driver's First Name		Initial		Last Name		29. Sex		F		56. Driver's First Name		Initial		Last Name		59. Sex		M		121a	01																																																						
102	02	27. Number & Street		1 LINDEN AVE		28. City		State		NJ		Zip		07052		58. City		State		NJ		Zip		07052		121b	-																																																		
103	01	30. Eyes		DL Class		Restrictions		Endorsements		31. State		NJ		60. Eyes		DL Class		Restrictions		Endorsements		61. State		NJ		122	09																																																		
104	02	32. Driver's License Number		JOO73		42061		57751		33. DOB		mm dd yy		34. Expires		mm yy		62. Driver's License Number		O1057		78586		05932		63. DOB		mm dd yy		64. Expires		mm yy		123	10																																										
105	06	35. Owner's First Name		Initial		Last Name		JACOBS CONSTRUCTION CO		36. Number & Street		1 LINDEN AVE		37. City		State		NJ		Zip		07052		65. Owner's First Name		Initial		Last Name		66. Number & Street		67. City		State		NJ		Zip		07052		124	11																																		
106	-	38. Make		HONDA		39. Model		ODY		40. Color		GN		41. Year		2006		42. Plate No.		B99DUJ		43. State		NJ		68. Make		HONDA		69. Model		ACC		70. Color		WT		71. Year		2006		72. Plate No.		P46JSB		73. State		NJ		125	11																										
107	-	44. VIN		5 F N R L 3 8 7 5 6 B 1 2 1 5 6 8		45. Expires		12/20		74. VIN		1 H G C M 5 6 7 6 6 A 1 4 3 6 3 8		75. Expires		02/20		46. Vehicle Removed to:		-		76. Vehicle Removed to:		-		47. Authority		☐ Owner		☒ Driver		☐ Police		77. Authority		☐ Owner		☒ Driver		☐ Police		126a	28																																		
108	01	48. Alcohol Drug Test		Given: ☒ No ☐ Yes ☐ Refused		Type: ☐ Breath ☐ Blood ☐ Urine		Results: 0. - - % ☐ Pending		49. Hazardous Material		☐ None ☐ On Board ☐ Spill		Hazard Class		Placard No.		78. Alcohol Drug Test		Given: ☒ No ☐ Yes ☐ Refused		Type: ☐ Breath ☐ Blood ☐ Urine		Results: 0. - - % ☐ Pending		79. Hazardous Material		☐ None ☐ On Board ☐ Spill		Hazard Class		Placard No.		80. Carrier No.		☐ USDOT		☐ MC/MX		81. GVWR / GCWR (trucks & buses only)		☐ ≤ 10,000 lbs.		☐ 10,001 - 26,000 lbs.		☐ ≥ 26,001 lbs.		126b	-																												
109	01	50. Carrier No.		☐ USDOT		☐ MC/MX		51. GVWR / GCWR (trucks & buses only)		☐ ≤ 10,000 lbs.		☐ 10,001 - 26,000 lbs.		☐ ≥ 26,001 lbs.		82. Motor Carrier or Government Entity		-		83. Motor Carrier or Government Entity		-		84. Motor Carrier or Government Entity		-		85. Motor Carrier or Government Entity		-		86. Motor Carrier or Government Entity		-		87. Motor Carrier or Government Entity		-		88. Motor Carrier or Government Entity		-		89. Motor Carrier or Government Entity		-		90. Motor Carrier or Government Entity		-		91. Motor Carrier or Government Entity		-		92. Motor Carrier or Government Entity		-		93. Motor Carrier or Government Entity		-		94. Motor Carrier or Government Entity		-		95. Motor Carrier or Government Entity		-		Names & Addresses of Occupants If Deceased, Date & Time of Death		JULIE JACOB 1 LINDEN AVE WEST ORANGE NJ 07052		126c	-
110	01	52. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		135. Damage to Other Property		☐ Yes (If Yes, describe)		☒ No		-		136. Charge		-		137. Summons No.		-		138. Charge		-		139. Summons No.		-		126d	-																														
111	01	53. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		140. Charge		-		141. Summons No.		-		142. Charge		-		143. Summons No.		-		144. Charge		-		145. Summons No.		-		126e	28																														
112	-	54. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		146. Charge		-		147. Summons No.		-		148. Charge		-		149. Summons No.		-		150. Charge		-		151. Summons No.		-		127a	26																														
113	-	55. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		152. Charge		-		153. Summons No.		-		154. Charge		-		155. Summons No.		-		156. Charge		-		157. Summons No.		-		127b	-																														
114	-	56. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		158. Charge		-		159. Summons No.		-		160. Charge		-		161. Summons No.		-		162. Charge		-		163. Summons No.		-		127c	-																														
115	-	57. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		164. Charge		-		165. Summons No.		-		166. Charge		-		167. Summons No.		-		168. Charge		-		169. Summons No.		-		127d	-																														
116	03	58. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		170. Charge		-		171. Summons No.		-		172. Charge		-		173. Summons No.		-		174. Charge		-		175. Summons No.		-		127e	26																														
117	03	59. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		176. Charge		-		177. Summons No.		-		178. Charge		-		179. Summons No.		-		180. Charge		-		181. Summons No.		-		128	26																														
118	03	60. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		182. Charge		-		183. Summons No.		-		184. Charge		-		185. Summons No.		-		186. Charge		-		187. Summons No.		-		129	04																														
119	03	61. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		188. Charge		-		189. Summons No.		-		190. Charge		-		191. Summons No.		-		192. Charge		-		193. Summons No.		-		130	04																														
120	03	62. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		194. Charge		-		195. Summons No.		-		196. Charge		-		197. Summons No.		-		198. Charge		-		199. Summons No.		-		131	11																														
121	03	63. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		200. Charge		-		201. Summons No.		-		202. Charge		-		203. Summons No.		-		204. Charge		-		205. Summons No.		-		132	11																														
122	03	64. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		206. Charge		-		207. Summons No.		-		208. Charge		-		209. Summons No.		-		210. Charge		-		211. Summons No.		-		133	02																														
123	03	65. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		212. Charge		-		213. Summons No.		-		214. Charge		-		215. Summons No.		-		216. Charge		-		217. Summons No.		-		134	02																														
124	03	66. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		218. Charge		-		219. Summons No.		-		220. Charge		-		221. Summons No.		-		222. Charge		-		223. Summons No.		-		135	02																														
125	03	67. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		224. Charge		-		225. Summons No.		-		226. Charge		-		227. Summons No.		-		228. Charge		-		229. Summons No.		-		136	02																														
126	03	68. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		230. Charge		-		231. Summons No.		-		232. Charge		-		233. Summons No.		-		234. Charge		-		235. Summons No.		-		137	02																														
127	03	69. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		236. Charge		-		237. Summons No.		-		238. Charge		-		239. Summons No.		-		240. Charge		-		241. Summons No.		-		138	02																														
128	03	70. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		242. Charge		-		243. Summons No.		-		244. Charge		-		245. Summons No.		-		246. Charge		-		247. Summons No.		-		139	02																														
129	03	71. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		248. Charge		-		249. Summons No.		-		250. Charge		-		251. Summons No.		-		252. Charge		-		253. Summons No.		-		140	02																														
130	03	72. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		254. Charge		-		255. Summons No.		-		256. Charge		-		257. Summons No.		-		258. Charge		-		259. Summons No.		-		141	02																														
131	03	73. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		260. Charge		-		261. Summons No.		-		262. Charge		-		263. Summons No.		-		264. Charge		-		265. Summons No.		-		142	02																														
132	03	74. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		266. Charge		-		267. Summons No.		-		268. Charge		-		269. Summons No.		-		270. Charge		-		271. Summons No.		-		143	02																														
133	03	75. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		272. Charge		-		273. Summons No.		-		274. Charge		-		275. Summons No.		-		276. Charge		-		277. Summons No.		-		144	02																														
134	03	76. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		278. Charge		-		279. Summons No.		-		280. Charge		-		281. Summons No.		-		282. Charge		-		283. Summons No.		-		145	02																														
135	03	77. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		284. Charge		-		285. Summons No.		-		286. Charge		-		287. Summons No.		-		288. Charge		-		289. Summons No.		-		146	02																														
136	03	78. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		290. Charge		-		291. Summons No.		-		292. Charge		-		293. Summons No.		-		294. Charge		-		295. Summons No.		-		147	02																														
137	03	79. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		296. Charge		-		297. Summons No.		-		298. Charge		-		299. Summons No.		-		300. Charge		-		301. Summons No.		-		148	02																														
138	03	80. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		302. Charge		-		303. Summons No.		-		304. Charge		-		305. Summons No.		-		306. Charge		-		307. Summons No.		-		149	02																														
139	03	81. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		308. Charge		-		309. Summons No.		-		310. Charge		-		311. Summons No.		-		312. Charge		-		313. Summons No.		-		150	02																														
140	03	82. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		314. Charge		-		315. Summons No.		-		316. Charge		-		317. Summons No.		-		318. Charge		-		319. Summons No.		-		151	02																														
141	03	83. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		320. Charge		-		321. Summons No.		-		322. Charge		-		323. Summons No.		-		324. Charge		-		325. Summons No.		-		152	02																														
142	03	84. Motor Carrier or Government Entity		-		Number & Street		-		City		-		State		-		Zip		-		326. Charge		-		327. Summons No.		-		328. Charge		-		329. Summons No.		-		330. Charge		-		331. Summons No.		-		153	02																														
143	03	85. Motor Carrier or Government Entity		-		Number & Street		-		City		-																																																																	

New Jersey Police Crash Investigation Report											Case Number 19043782				Page <u>2</u> of <u>3</u>	
E F G H I J	83	84	85	86	87	88	89	90	91	92	93	94	95	Names & Addresses of Occupants If Deceased, Date & Time of Death		

144. Crash Diagram

Show NORTH by Arrow
(Not to Scale)

SEE NJTR-1B

145. Crash Description/Narrative

Driver (1) reports that while attempting to park her vehicle (1) on Gilbert Place, her vehicle (1) struck vehicle (2) while vehicle (2) was parked and occupied.

Driver (2) reports while parked on Gilbert Place, his vehicle (2) was struck by vehicle (1).

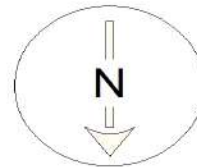
146. Officer's Signature CARROLL, DANIEL V	147. Badge # 178	148. Reviewer SMARSH,SCOTT	Badge # 161	149. Case Status ☐ Pending ☒ Complete
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New Jersey Police Crash Investigation Report
Motor Vehicle Crash Diagram

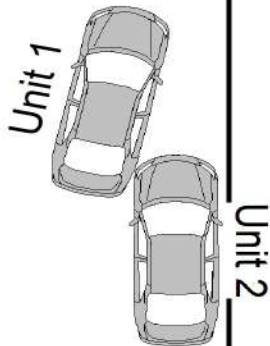
Police Dept: WEST ORANGE Code: 01
Station: - Case No: 19043782

144 Crash Diagram (NOT TO SCALE)

○ Indicate
North



NOT TO SCALE



Gilbert Place

CARROLL, DANIEL V

Officer's Signature

178

Badge Number

96	05	Page 1 of 3		☐ Fatal	New Jersey Police Crash Investigation Report										☒ Reportable	☐ Non-Reportable	☐ Change Report	118a	02														
97	01	1. Case Number		19024549										10. Crash Occurred On:		DEVON DR		N	11. Speed Limit		25		12. Route No.		13. Milepost		18. Speed Limit		118b	-			
98	01	2. Police Dept. of		Code		25		☐ At Intersection with		☐ N		☐ E		Road Name		Dir		MOUNTAIN WAY		19. To:		17. Cross Road Name/Route No.		☐ NB		☐ EB		119a	-				
99	07	3. Station/Precinct		-		14		☒ Feet		☒ S		☐ W		16		15		19. From:		-		21. Latitude		20. Route Name/Route No.		22. Longitude		119b	-				
100a	01	4. Date of Crash		mm dd yy		5. Day of Week		Su Mo Tu We Th Fr Sa		6. Time (use 2400 hrs.)		7. Municipality Code		8. Total Killed		9. Total Injured		-		-		-		-		-		120a	01				
100b	05	23. Veh. #		24. Policy No.		4212-09-39-28		25. NJ Ins. Code		148		53. Veh. #		54. Policy No.		55. NJ Ins. Code		-		-		-		-		-		120b	-				
101	02	26. Driver's First Name		Initial		Last Name		29. Sex		F		56. Driver's First Name		Initial		Last Name		59. Sex		-		-		-		-		121a	-				
102	01	27. Number & Street		119 COLES STREET										57. Number & Street		-										121b	-						
103	01	28. City		State		Zip		NJ		07302		58. City		State		Zip		-		-		-		-		-		122	01				
104	01	30. Eyes		DL Class		Restrictions		Endorsements		31. State		60. Eyes		DL Class		Restrictions		Endorsements		61. State		-		-		-		123	-				
105	15	32. Driver's License Number		S0533		63374		62812		33. DOB		mm dd yy		34. Expires		mm yy		62. Driver's License Number		-- -- --		63. DOB		mm dd yy		64. Expires		mm yy		124	11		
106	-	35. Owner's First Name		Initial		Last Name		EKLAVYA SARAF		65. Owner's First Name		Initial		Last Name		-		-		-		-		-		-		125	-				
107	-	36. Number & Street		119 COLES STREET										66. Number & Street		-										126a	99						
108	04	37. City		State		Zip		NJ		07302		67. City		State		Zip		-		-		-		-		-		126b	-				
109	-	38. Make		39. Model		40. Color		41. Year		42. Plate No.		43. State		68. Make		69. Model		70. Color		71. Year		72. Plate No.		73. State		-		126c	-				
110	01	44. VIN		5 F N Y F 6 H 5 4 K B 0 2 3 0 3 2		45. Expires		12/22		74. VIN		-		-		-		-		-		-		-		-		126d	-				
111	-	46. Vehicle Removed to:		-										76. Vehicle Removed to:		-										126e	39						
112	-	☒ Driven		☐ Towed Disabled		☐ Towed Disabled & Impounded		☐ Left at Scene		☐ Towed Impounded		☐ Driven		☐ Towed Disabled		☐ Towed Disabled & Impounded		☐ Left at Scene		☐ Towed Impounded		127a		-		127b	-						
113	-	47. Authority		☐ Owner		☐ Driver		☐ Police		77. Authority		☐ Owner		☐ Driver		☐ Police		127c		-		127d	-		127e	-							
114	-	48. Alcohol Drug Test		Given: ☒ No		☐ Yes		☐ Refused		Type: ☐ Breath		☐ Blood		☐ Urine		Results: 0. - - - %		☐ Pending		49. Hazardous Material		☐ None		☐ On Board		☐ Spill		128	39				
115	-	50. Carrier No.		☐ USDOT		-		☐ MC/MX		-		51. GVWR / GCWR		(trucks & buses only)		☐ ≤ 10,000 lbs.		☐ 10,001 - 26,000 lbs.		☐ ≥ 26,001 lbs.		80. Carrier No.		☐ USDOT		-		☐ MC/MX		-		129	12
116	01	52. Motor Carrier or Government Entity		-										82. Motor Carrier or Government Entity		-										130	12						
117	-	Number & Street		-										City		State		Zip		-		-		-		-		-		131	-		
135. Damage to Other Property ☐ Yes (If Yes, describe) ☒ No																												132	-				
-																												133	03				
Oper. 136. Charge 137. Summons No. 138. Charge 139. Summons No.																												134		-			
Oper. 140. Charge 141. Summons No. 142. Charge 143. Summons No.																												134		-			
Names & Addresses of Occupants If Deceased, Date & Time of Death																												134		-			
A 83 84 85 86 87 88 89 90 91 92 93 94 95 PRICILLA SARAF 119 COLES STREET JERSEY CITY NJ 07302																												134		-			
B 01 05 01 - 37 M - - - 04 04 - - EKLAVYA SARAF 119 COLES STREET JERSEY CITY NJ 07302																												134		-			
C 01 06 01 - 01 F - - - 06 06 - - AMALIA SARAF 119 COLES STREET JERSEY CITY NJ 07302																												134		-			
D 01 04 01 - 03 M - - - 06 06 - - OSCAR SARAF 119 COLES STREET JERSEY CITY NJ 07302																												134		-			

New Jersey Police Crash Investigation Report											Case Number 19024549				Page <u>2</u> of <u>3</u>	
E F G H I J	83	84	85	86	87	88	89	90	91	92	93	94	95	Names & Addresses of Occupants If Deceased, Date & Time of Death		

144. Crash Diagram

Show NORTH by Arrow
(Not to Scale)

SEE NJTR-1B

145. Crash Description/Narrative

Driver 1 stated that she was traveling North on Devon Drive through Construction Area when she struck a NJ American Water T Bar sticking up out of roadway that shuts the water valves on and off. NJ American Water was working in the area and area was properly coned, roadway was closed with signage and flag men were in the area. No injuries were reported crash was minor in nature.

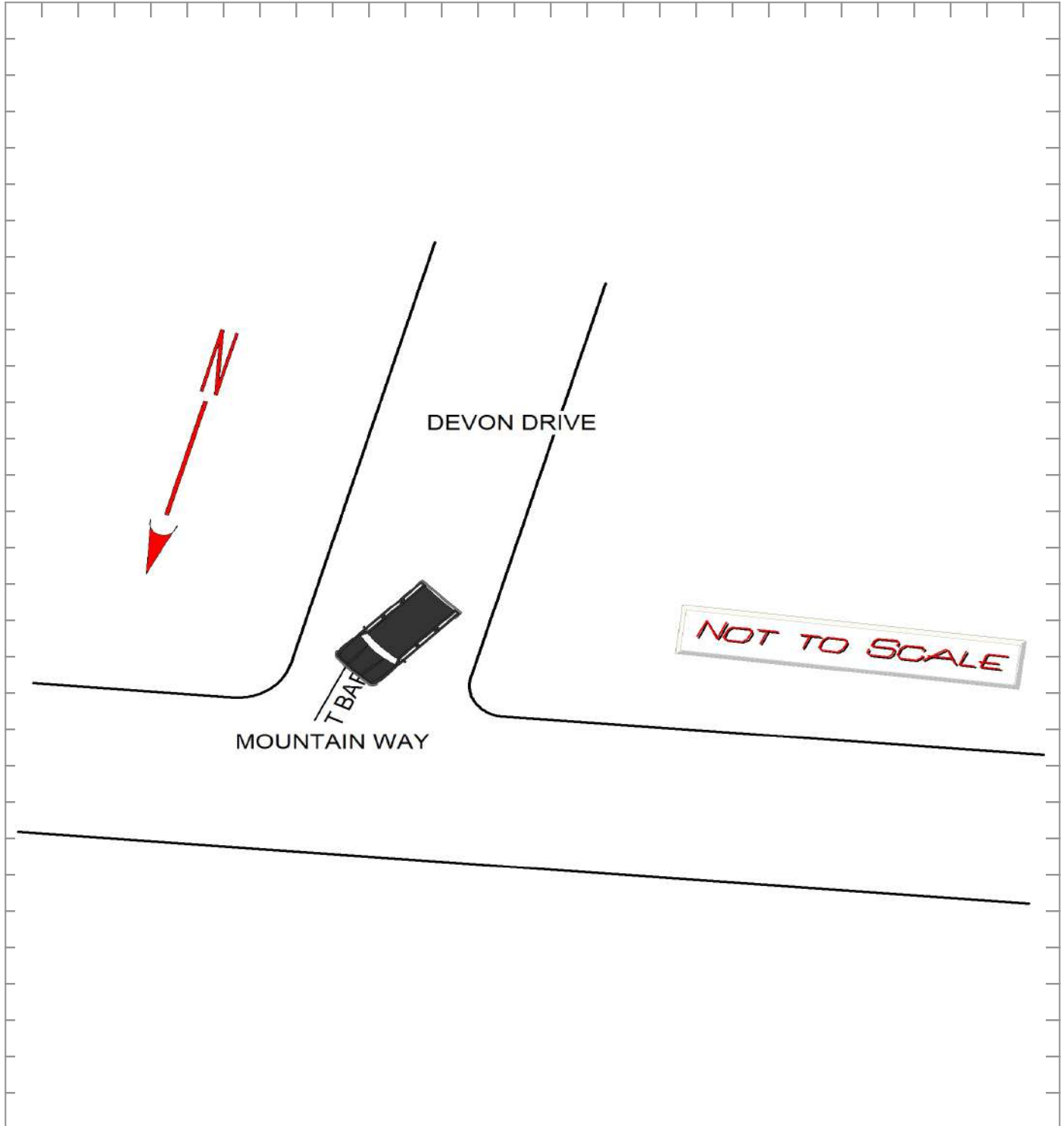
146. Officer's Signature BODE, STEVEN A	147. Badge # 187	148. Reviewer SMARSH,SCOTT	Badge # 161	149. Case Status ☐ Pending ☒ Complete
---	----------------------------	--------------------------------------	-----------------------	---

New Jersey Police Crash Investigation Report
Motor Vehicle Crash Diagram

Police Dept: WEST ORANGE Code: 01
Station: - Case No: 19024549

144 Crash Diagram (NOT TO SCALE)

○ Indicate
North



BODE, STEVEN A

187

96	05	Page 1 of 2 ☐ Fatal New Jersey Police Crash Investigation Report ☒ Reportable ☐ Non-Reportable ☐ Change Report																		118a	06	
97	01	1. Case Number 2022-001809		10. Crash Occurred On: BROOK PLACE S 11. Speed Limit 25										118b		--						
98	06	2. Police Dept. of WEST ORANGE Code 01		12. Route No. 13. Milepost 25										119a		25						
99	07	3. Station/Precinct		14. 15. 16. 17. Cross Road Name/Route No. MT. PLEASANT PL.										119b		--						
100a	01	4. Date of Crash mm dd yy 02/03/22		5. Day of Week THU		6. Time (use 2400 hrs.) 1721		7. Municipality Code 0722		8. Total Killed		9. Total Injured 0		20. Route Name/Route No.		21. Latitude		22. Longitude		120a		00
100b	04	23. Veh. # 01		24. Policy No.		25. NJ Ins. Code *		53 Veh. # 02		54. Policy No. 954014143		55. NJ Ins. Code 134								120b		--
101	02	☐ Parked ☐ Ped ☐ Pedalcyclist ☐ Resp. to Emergency ☒ Hit & Run								☒ Parked ☐ Ped ☐ Pedalcyclist ☐ Resp. to Emergency ☐ Hit & Run										121a		--
102	02	26. Driver's First Name Initial Last Name		29. Sex				56. Driver's First Name Initial Last Name		59. Sex										121b		--
103	02																					
104	02	27. Number & Street						57. Number & Street														
		28. City State Zip						58 City State Zip												122		00
		30. Eyes DL Class Restrictions Endorsements 31. State						60. Eyes DL Class Restrictions Endorsements 61. State												123		10
105	00	32. Driver's License Number **		33. DOB mm dd yy		34. Expires mm yy		62. Driver's License Number **		63. DOB mm dd yy		64. Expires mm yy										
		35. Owner's First Name Initial Last Name						65. Owner's First Name Initial Last Name														
106	00	☐ Same As Driver						☐ Same As Driver NICOLE C CHIRICO												124		11
107	02	36. Number & Street						66. Number & Street												125		11
108	00	37. City State Zip						67. City State Zip												126a		28
109	01	38. Make 39. Model 40. Color 41. Year 42. Plate No. 43. State						68. Make 69. Model 70. Color 71. Year 72. Plate No. 73. State												126b		--
		44. VIN 45. Expires						74. VIN 75. Expires												126c		--
110	00	46. Vehicle Removed to:						76. Vehicle Removed to:												126d		--
111	01	☒ Driven ☐ Towed Disabled ☐ Towed Disabled & Impounded						☒ Driven ☐ Towed Disabled ☐ Towed Disabled & Impounded												126e		28
112	00	☐ Left at Scene ☐ Towed Impounded						☐ Left at Scene ☐ Towed Impounded												127a		26
113	--	47. Authority ☒ Owner ☐ Driver ☐ Police						77. Authority ☐ Owner ☐ Driver ☒ Police												127b		--
114	00	48. Alcohol Drug Test Given: ☒ No ☐ Yes ☐ Refused Type: ☐ Breath ☐ Blood ☐ Urine Results: 0. -- % ☐ Pending		49. Hazardous Material ☒ None ☐ On Board ☐ Spill Hazard Class Placard No.				78 Alcohol Drug Test Given: ☒ No ☐ Yes ☐ Refused Type: ☐ Breath ☐ Blood ☐ Urine Results: 0. -- % ☐ Pending		79. Hazardous Material ☒ None ☐ On Board ☐ Spill Hazard Class Placard No.										127c		--
115	--	50. Carrier No. ☐ USDOT ☒ None ☐ MC/MX		51. GVWR / GCWR (trucks & buses only) ☐ < 10,000 lbs. ☐ 10,001 - 26,000 lbs. ☐ > 26,001 lbs.				80. Carrier No. ☐ USDOT ☒ None ☐ MC/MX		81. GVWR / GCWR (trucks & buses only) ☐ < 10,000 lbs. ☐ 10,001 - 26,000 lbs. ☐ > 26,001 lbs.										127e		26
117	01	52. Motor Carrier or Government Entity						82. Motor Carrier or Government Entity												128		28
		Number & Street						Number & Street												129		00
		City State Zip						City State Zip												130		00
		135. Damage To Other Property ☐ Yes (if Yes, describe) ☒ No																		131		09
																				132		09
		Oper. 136. Charge		137. Summons No.				Oper. 138. Charge		139. Summons No.										133		00
		Oper. 140. Charge		141. Summons No.				Oper. 142. Charge		143. Summons No.										134		03
		83 84 85 86 87 88 89 90 91 92 93 94 95																				
		A -- -- -- -- -- -- -- -- -- -- -- -- --																				
		B -- -- -- -- -- -- -- -- -- -- -- -- --																				
		C -- -- -- -- -- -- -- -- -- -- -- -- --																				
		D -- -- -- -- -- -- -- -- -- -- -- -- --																				

New Jersey Police Crash Investigation Report												Case Number 2022-001809			Page <u>2</u> of <u>2</u>	
	83	84	85	86	87	88	89	90	91	92	93	94	95	Names & Addresses of Occupants If Deceased, Date & Time of Death		
E	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
F	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
G	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
H	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
I	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
J	--	--	--	--	--	--	--	--	--	--	--	--	--	--		

144. Crash Diagram



Show NORTH by Arrow
(Not to Scale)



145. Crash Description/ Narrative

Owner of V2 stated she left her vehicle parked facing South Bound across from 26 Brook Place. She returned to her vehicle to find the drivers side door damaged.

Investigation shows that V1 was driving suspected North Bound by parked and unoccupied V2 making contact on the drivers side door of V2 causing moderate damage.

It should be noted that there is a ring doorbell fixated to 26 Brook Place, negative results trying to raise the residents.

146. Officer's Signature Patrol Officer NICHOLAS GRANDE 	147. Badge # 409	148. Reviewer Sergeant BRAD D. SQUIRES 	Badge # 217	149. Case Status COMPLETE
---	----------------------------	---	-----------------------	-------------------------------------

Brandon Santos

From: Zayibeth Carballo
Sent: Thursday, October 17, 2024 6:10 PM
To: Taylor, Trevor
Cc: Hess, John; gvalesi@cmeusa1.com; Glenn McCarthy; Brandon Santos
Subject: REVISION TO RFP-WEST ORANGE STOP ANALYSIS & ALL WAY STOP AT VARIOUS LOCATIONS

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Trevor,

Please add the following intersection to **Part II-All Way Stop Analysis:**

- **Dartmouth Rd and Winding Way**

Thank you,



Zayibeth Carballo, PE,PLS,PP,CME,CFM,CFS

Director, Municipal Engineer
Department of Engineering
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052
Phone/Fax: (973) 325-4165
zcarballo@westorange.org
www.westorange.org



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From: Zayibeth Carballo
Sent: Tuesday, October 8, 2024 7:13 PM
To: Taylor, Trevor <trevort@cmeusa1.com>
Cc: Hess, John <jhess@cmeusa1.com>; gvalesi@cmeusa1.com; Glenn McCarthy <GMcCarthy@westorange.org>; Brandon Santos <bsantos@westorange.org>
Subject: RFP-WEST ORANGE STOP ANALYSIS & ALL WAY STOP AT VARIOUS LOCATIONS

Hi Trevor,

Attached please find RFP for Professional Services.

Please response that you have receive request and don't hesitate to contact us if you have any questions



Zayibeth Carballo, PE,PLS,PP,CME,CFM,CFS

Director, Municipal Engineer

Department of Engineering

Township of West Orange

25 Lakeside Avenue

West Orange, NJ 07052

Phone/Fax: (973) 325-4165

zcarballo@westorange.org

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Bright View Engineering
Moving you forward

October 18, 2024

VIA EMAIL

zcarballo@westorange.org

Zayibeth Carballo, PE, PLS, PP, CME, CFM, CFS
Director / Municipal Engineer
Department of Engineering
Township of West Orange
25 Lakeside Avenue
West Orange, New Jersey 07052
973-325-4165

Re: Request for Proposals, Professional Engineering Services For:
Stop Control and All Way Stop Analysis
West Orange Township, Essex County, New Jersey
BVE Prop# 241193

Dear Ms. Carballo:

Thank you for the opportunity to provide this Proposal for Professional Traffic Engineering Services relating to evaluating fourteen intersections within the Township of West Orange to recommend the installation of stop signs if appropriate as well as performing All-Way stop analyses at three locations. This proposal is based on our review of the provided request for proposals and our experience providing these services. Due to our familiarity with West Orange Township and Essex County as a whole, we are confident that we can provide responsive services at a competitive cost.

The following scope of work has been separated into phases so that it can be more easily reviewed. The order in which the phases are presented generally follows the sequence in which the work will be accomplished.

Section I – Scope of Services
Section II – Business Terms and Conditions
Section III – Technical Staff Hourly Rate Schedule and Reimbursable Expenses
Section IV – Client Contract Authorization

70 South Orange Avenue, Suite 109
Livingston, New Jersey 07039

C: (732) 236-7557 T: (973) 228-0999 F: (201) 753-3904
BrightViewEngineering.com

P.O. Box 99
Roseland, NJ 07068



SECTION I – SCOPE OF SERVICES

TASK 1 – STOP CONTROL ANALYSES

Consistent with the information requested in the RFP, BVE will conduct an evaluation of the following intersections to determine if the addition of stop control is appropriate:

1. Lancaster Terrace & Manchester Road
2. Manchester Road & Westminster Terrace
3. Normandy Terrace & Manchester Road
4. Cheshire Terrace & Nottingham Road
5. Devonshire Terrace & Nottingham Road
6. Nottingham Road & Normandy Terrace
7. Westminster Terrace & Nottingham Road
8. Brook Place & Mount Pleasant Place
9. Vosseler Court & Vosseler Terrace
10. Sylvan Place & Burnett Terrace
11. Gilbert Place & Bradford Avenue
12. Devon Drive & Mountain Way
13. Mountain Way South & Mountain Way
14. Cullen Drive & Carson Road

Based on our preliminary review, each intersection is currently uncontrolled. Our efforts will include a visit to each location to confirm existing conditions and note any deficiencies which should be addressed prior to any changes in traffic control, such as sight distance obstructions or signing /striping revisions. Our evaluation will include a short letter report detailing the existing conditions and our recommendations as appropriate in accordance with Section 2B.07 and other applicable sections of the MUTCD. A separate report will be prepared for each intersection.



TASK 2 – ALL WAY STOP ANALYSES

Consistent with the information requested in the RFP, an All-Way stop analysis will be completed at the following intersections to determine the most appropriate traffic control measures. Specifically, the following intersections will be analyzed:

1. Lowell Ave, Mountain Way & Luddington Rd
2. Mississippi Ave & Maple St
3. Dartmouth Rd & Winding Way

To accomplish this, BVE will undertake the following tasks:

1. Conduct a field visit to evaluate existing intersection geometry, observe traffic patterns, review available sight distance and identify other deficiencies within the study area.
2. Review existing crash history based on information available from NJDOT's Safety Voyager system as well as crash reports provided by West Orange Township.
3. Perform intersection turning movement counts at the intersection from 6:00 AM to 7:00 PM on a mid-week weekday (Tuesday, Wednesday or Thursday) when schools are in regular session to establish existing intersection volumes.
4. Conduct an All-Way stop warrant analysis in accordance with section 2B.12 of the 11th Edition of the MUTCD.
5. Perform peak hour level of service analysis for the intersection under existing conditions and with any recommended changes.
6. Prepare a report of findings for each intersection which will include information reviewed, results of the All-Way stop analysis and a recommendation for next steps.
7. Attendance at one in person or virtual meeting with the Township to discuss the findings of the reports identified above.

SCHEDULE

Work will begin upon notice to proceed; we anticipate providing our findings within four weeks of the start of work, provided notice to proceed permits traffic counts to be scheduled within one week of notice to proceed.



MEETINGS AND ADDITIONAL SERVICES

ALL additional meetings (except the meeting identified above) and additional services requested by you will be billed at our standard rates as outlined in our Business Terms and Conditions. This includes preparation of additional access concepts and/or analysis and the development of additional reports if required.

Attendance at Planning/Zoning Board meetings and other public meetings where expert testimony is required will be billed in accordance with the Schedule of Hourly Rates in effect at the time the meetings are held. Attendance at agency and project coordination meetings will be billed in accordance with the Schedule of Hourly Rates in effect at the time the meetings are held. Colored renderings, if requested for Board presentation, and meeting preparation time will be billed on an hourly basis.

Please be reminded that traffic counts must be done when school is in normal session.

SCHEDULE OF FEES

The Fee Proposal includes all of the tasks outlined in the Scope of Services. Based upon the foregoing scope of services and assumption that all services will be awarded for each task as one contract, we offer the following Fee. As you know, we can only estimate the effort needed for this project. If any task should take significantly longer than estimated to perform the services, or if unforeseen conditions occur, we may require additional compensation.

TASK 1 -	Stop Control Analyses (14 Intersections)	\$7,000
	All Way Stop Analyses (3 Intersections)	\$7,800
	Meeting (1)	\$ 800
	GRAND TOTAL	\$15,600

Additional Meetings and Additional Services

HOURLY

The fees above include the completion of services as outlined in the scope of services. Bright View Engineering reserves the right to modify this proposal based upon final acceptance of your office.

This Scope of Service is subject to the terms, conditions and exclusions as noted herein. Hourly Rates and reproduction costs will be in accordance with the attached Schedule of Hourly Rates and fees. If extra services become necessary then Bright View Engineering may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra service.



EXCLUSIONS AND UNDERSTANDINGS

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement:

- Services not specifically outlined above in Section I;
- Meetings (1 meeting is included);
- Survey, Base maps, Site Plans, Drainage Calculations;
- Traffic Control Plans for site work / utility connections;
- Comment resolution or comment response;
- Any additional permits requested by any agency;
- All out-of-pocket expenses including, but not limited to, application fees, permit fees laboratory testing costs, mylar copies, certified mailings, photographs, blueprints, and special deliveries will be charged at cost and passed on to you for payment.

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary Bright View may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services.



SECTION II – BUSINESS TERMS AND CONDITIONS

Bright View Engineering LLC agrees to provide professional services under the following terms and conditions:

The term Client referenced herein is the person, persons, corporation, partnership, or organization referenced in the proposal between Bright View Engineering LLC and said Client.

1.0 SCOPE OF SERVICES:

Services not set forth in the Scope of Services, are excluded from the Scope of Services, and Bright View Engineering LLC will assume no responsibility to perform such services under the base contract. In situations where a written contract is not executed or where additional services becomes necessary during the course of the project, Bright View Engineering LLC may provide such services using our Technical Staff Hourly Rate Schedule in effect at the time of services. The hourly rates listed in our Technical Staff Hourly Rate Schedule are adjusted semi-annually and the Client shall be billed at the rates that are in effect at the time of service.

Since there are substantial costs to stop and restart a project once it is underway, should a project's progress be halted at any time by the client, for any reason, Bright View Engineering LLC reserves the right to charge a restart fee and/or to renegotiate the remaining fees within the contract.

These Business Terms and Conditions are applicable for any additional professional services rendered for this project including, but not limited to, change orders, client service authorization forms, etc.

2.0 STANDARD OF CARE:

In performing services, we agree to exercise professional judgment, made on the basis of the information available to us, and to use the same degree of care and skill ordinarily exercised in similar circumstances and conditions by reputable consultants performing comparable services in the same locality. This standard of care shall be judged as of the time the services are rendered, and not according to later standards. Reasonable people may disagree on matters involving professional judgment and, accordingly, a difference of opinion on a question of professional judgment shall not excuse a Client from paying for services rendered. NO OTHER REPRESENTATION OR WARRANTY, EXPRESSED OR IMPLIED, IS MADE.

3.0 INVOICES:

Bright View Engineering LLC bills its Clients on a monthly basis using a standard invoice format. This format provides for a description of services performed and a summary of professional fees, expenses, and other charges. For more detailed invoicing requests, Bright View Engineering LLC reserves the right to charge for invoice preparation time by staff members. Monthly invoices will be submitted based upon percentage of services completed and reimbursable expenses. Any comments or discrepancies, relative to invoices shall be submitted in writing within fourteen (14) days or the account will be considered correct.

For professional services billed on an hourly basis, Bright View Engineering LLC reserves the right to invoice all overtime services performed by our employees using our Technical Staff Hourly Rate Schedule in effect at the time of services at ONE AND ONE-HALF TIMES our standard hourly rate for those employees.

Expenses incurred for services, equipment, and facilities not furnished by Bright View Engineering LLC are charged to the Client at cost plus an up charge not to exceed 15 percent of the invoice for said services.

Client shall pay Bright View Engineering LLC for reimbursable expenses, including, but not limited to, application fees, printing and reproduction, courier and express delivery service, special/overnight mailings, facsimile transmissions, specialized equipment and laboratory charges, and costs of acquiring materials specifically for the Client. Reimbursable charges will be added to each monthly invoice and are part of Client's responsibility.

4.0 PAYMENT:

Bright View Engineering LLC bills are payable in full UPON RECEIPT and **payment is expected within thirty (30) days**. We reserve the right to assess a late charge of 1.5 percent per month for any amounts not paid within 45 days of the billing date. In the event payment is not made according to the terms and conditions herein, the matter may proceed to a collections agency or to an attorney for collection. Client shall be responsible for fees charged by the collections agency and/or attorney's fees incurred to collect the monies owed. Should the matter proceed to court, client shall also be responsible for court costs.

In addition, where payment is not received in accordance with the terms of this contract, Bright View Engineering LLC reserves the right to withdraw any applications too federal, state, or local regulatory agencies / boards filed on behalf of the client with the understanding that these applications are the property of Bright View Engineering LLC. Bright View Engineering LLC will provide you with written notification two (2) weeks prior to taking any action to withdraw an application submitted on behalf of the client. If payment of all outstanding invoices is not received within two (2) weeks of receipt of this letter, Bright View Engineering LLC will withdraw all pending applications for the project.

5.0 RETAINER:

Bright View Engineering LLC reserves the right to request a retainer from the Client prior to the commencement of services on a project. While retainers are collected prior to the start of a project, the retainer is held to the end of the project and will be applied to the final invoices. Retainers are not applied to the beginning of the project.

6.0 RIGHT OF ENTRY/JOBSITE:

Client will provide for right of entry for Bright View Engineering LLC personnel and equipment necessary to complete our services. While Bright View Engineering LLC will take all reasonable precautions to minimize any damage to the property, it is understood by the Client that in the normal course of our services some damage may occur, the correction of which is not part of this Agreement.

Client shall furnish or cause to be furnished to Bright View Engineering LLC all documents and information known to the Client that relate to the identity, location, quantity, nature, or characteristics of any hazardous or toxic substances at, on, or under the site. In addition, the Client will furnish or cause to be furnished such other information on surface and subsurface site conditions required by Bright View Engineering LLC for proper performance of its services. Bright View Engineering LLC shall be entitled to rely on the accuracy and completeness of Client provided documents and information in performing the services required under this Agreement and Bright View Engineering LLC assumes no responsibility or liability for their accuracy or completeness.

Bright View Engineering LLC will not direct, supervise, or control the work of Client's contractors or their subcontractors. Bright View Engineering LLC shall not have authority over or responsibility for the construction means, methods, techniques, sequences, or procedures and Bright View Engineering LLC's services will not include a review or evaluation of the contractors (or subcontractor's) safety precautions, programs or measures.



Request for Proposals: Stop Control and All Way Stop Analysis
West Orange Township, Essex County, New Jersey
BVE Prop# 241193
October 18, 2024
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Bright View Engineering LLC shall be responsible only for its activities and that of its employees on any site. Neither the professional activities nor the presence of Bright View Engineering LLC or its employees or subcontractors on a site shall imply that Bright View Engineering LLC controls the operations of others, nor shall this be construed to be an acceptance by Bright View Engineering LLC of any responsibility for jobsite safety.

7.0 UTILITIES:

In the execution of our services, Bright View Engineering LLC will take reasonable precautions in accordance with the professional standard of care to avoid damage or injury to subterranean structures or utilities. The Client agrees to hold Bright View Engineering LLC harmless and defend and indemnify Bright View Engineering LLC for any claims or damages to subterranean structures or utilities, which have not been marked-out under the One-Call system or are not shown or are incorrectly shown on the plans furnished.

8.0 TERMINATION OR SUSPENSION OF SERVICES:

Should Client fail to make payments when due or is otherwise in material breach of this Agreement, Bright View Engineering LLC at their election may suspend services at any time after PROVIDING WRITTEN NOTICE TO THE CLIENT until payments are brought current. Bright View Engineering LLC shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension and the Client agrees to indemnify and hold Bright View Engineering LLC harmless from any claim or liability resulting from such suspension.

This Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination shall not be effective if that substantial failure has been remedied before expiration of the period specified in the written notice. In the event of termination, Bright View Engineering LLC shall be paid for service performed to the termination notice date plus reasonable termination expenses.

In the event of termination, or suspension for more than three (3) months, prior to completion of all services contemplated by the Agreement, Bright View Engineering LLC may complete such analyses and records as are necessary to complete its files and may also complete a report on the services performed to the date of notice of termination or suspension. The expenses of termination or suspension shall include all direct costs of Bright View Engineering LLC in completing such analyses, records, and reports.

9.0 SUBCONTRACTORS:

Bright View Engineering LLC prefers that its Clients directly retain other contractors whose services are required in connection with field services for a project (e.g., drillers, analytical laboratories, transporters, etc.), except in unusual circumstances. As a service, we will advise Clients with respect to selecting other such contractors and will assist Clients in coordinating and monitoring their performance. In no event will we assume any liability or responsibility for the work performed by other contractors, or for their failure to perform any work, regardless of whether we hire them directly as subcontractors, or only coordinate and monitor their work. When Bright View Engineering LLC does engage a subcontractor on behalf of the Client, the expenses incurred, including rental of special equipment necessary for the work, will be billed as they are incurred, at cost plus an up-charge not to exceed 20 percent of the invoice. By engaging us to perform services, you agree to defend, indemnify, and hold Bright View Engineering LLC its directors, officers, employees, and other agents harmless from and against any and all claims, losses, liabilities, damages, demands, costs, or judgments arising out of or relating in any way to the performance or non-performance of work by another contractor or subcontractor. In addition, Client agrees to pursue recovery of and assert any claims based upon its loss, expenses and/or damages solely and directly against those contractors or subcontractors. In consideration of such indemnity and waiver, Bright View Engineering LLC agrees to assign its rights and/or claims against those contractors or subcontractors pursuant to the contractors' or subcontractors' agreements with Bright View Engineering LLC to the Client.

10.0 AGREED REMEDY:

Bright View Engineering LLC shall be liable to the Client only for direct damages to the extent caused by Bright View Engineering LLC's negligence in the performance of its services. UNDER NO CIRCUMSTANCES SHALL BRIGHT VIEW ENGINEERING LLC BE LIABLE FOR INDIRECT, CONSEQUENTIAL, PUNITIVE, SPECIAL, OR EXEMPLARY DAMAGES, OR FOR DAMAGES CAUSED BY THE CLIENT'S FAILURE TO PERFORM ITS OBLIGATIONS. With regard to services involving hazardous substances, Bright View Engineering LLC has neither created nor contributed to the creation or existence of any actually or potentially hazardous, radioactive, toxic, or otherwise dangerous substance or condition at any site, and its compensation is in no way commensurate with the potential liability that may be associated with a substance or site.

To the fullest extent permitted by law, the total liability, in the aggregate, of Bright View Engineering LLC and Bright View Engineering LLC's officers, directors, employees, agents and consultants to Client and anyone claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of in any way related to Bright View Engineering LLC's services, the Project or this Agreement, from any cause or causes whatsoever, including but not limited to, negligence, strict liability, breach of contract or breach of warranty shall not exceed the total compensation received by Bright View Engineering LLC under this Agreement, not including reimbursable expenses and any sub consultant fees rendered on the project.

It is intended by the parties to this Agreement that Bright View Engineering LLC's services in connection with the project shall not subject Bright View Engineering LLC's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against Bright View Engineering LLC, a New Jersey corporation, and not against any of Bright View Engineering LLC's employees, officers or directors.

11.0 LIABILITY TO THIRD PARTIES:

The Client agrees to be solely responsible for, and to defend, indemnify, and hold Bright View Engineering LLC harmless from any and all liabilities, claims, damages and costs (including reasonable attorney's fees and defense costs) by third parties arising out of, or in any way related to, our performance or non-performance of services, except claims for personal injury, death, or personal property damage to the extent caused by the sole negligence, gross negligence or willful misconduct of employees of Bright View Engineering LLC

12.0 INDEMNIFICATION:

Bright View Engineering LLC shall maintain, at its own expense, Workers Compensation Insurance, Comprehensive General Liability Insurance, and Professional Liability Insurance at all times and will, upon request, furnish insurance certificates to the Client.

To the fullest extent permitted by law, Client shall indemnify, defend and hold harmless Bright View Engineering LLC and its agents, officers, directors and employees, subcontracts or consultants (herein for the remainder of this section collectively referred to as Bright View Engineering LLC) from and against all claims, damages, losses and expenses, whether direct, indirect or consequential or punitive, including but not limited to fees and charges of attorneys and court and arbitration costs, arising out of or resulting from the services of Bright View Engineering LLC or any claims against Bright View Engineering LLC arising from the acts, omissions or work of others,



Request for Proposals: Stop Control and All Way Stop Analysis
West Orange Township, Essex County, New Jersey

BVE Prop# 241193

October 18, 2024

Page 8 of 10

unless it is proven in a court of competent jurisdiction that Bright View Engineering LLC is guilty of negligence, gross negligence, or willful misconduct in connection with the services and such negligence, gross negligence, or willful misconduct was the sole cause of the damages, claims, and liabilities.

Client agrees to defend, indemnify and hold harmless Bright View Engineering LLC from and against all claims, damages, losses and expenses, direct or indirect, and consequential damages, including but not limited to fees and charges of attorneys and court, and arbitration costs, brought by any person or entity, or claims against Bright View Engineering LLC which arise out of, are related to, or are based upon, the actual or threatened dispersal, discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acids, alkalis, toxic chemical, radioactive materials, liquids, gases, or any other material, upon it or into the surface or subsurface soil, water or watercourse, objects, or any tangible or intangible matter.

To the fullest extent permitted by law, such indemnification shall apply regardless of the fault, negligence breach of warranty or contract, or strict liability of Bright View Engineering LLC. This indemnification shall not apply to claims, damages, losses, or expenses which are determined by a court of competent jurisdiction to be the sole result of negligence or willful misconduct by Bright View Engineering LLC of obligations under this Agreement.

13.0 ASSIGNS:

The Client may not delegate, assign, sublet, or transfer his duties or interest in the Agreement without written consent of Bright View Engineering LLC. Bright View Engineering LLC shall not, in connection with any such assignment by the Client, be required to execute any documents that in any way might, in the sole judgment of Bright View Engineering LLC, increase Bright View Engineering LLC's contractual or legal obligations or risks, or the availability or costs of its professional or general liability insurance.

The Agreement shall not create any rights or benefits to parties other than the Client and Bright View Engineering LLC, and nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Client or Bright View Engineering LLC. Bright View Engineering LLC's services hereunder are being performed solely for the benefit of the Client, and no other entity shall have any claim against Bright View Engineering LLC because of this Agreement of Bright View Engineering LLC's performance or nonperformance of services hereunder.

14.0 OWNERSHIP AND RESTRICTION ON REUSE OF DOCUMENTS:

All drawings, calculations, reports, plans, specifications, computer files, field data, notes, and other documents and instruments ("Documents") prepared by Bright View Engineering LLC are and remain the property of Bright View Engineering LLC as instruments of service. The Documents may not be copied by the Client or others on extensions of this project or on any other project. The Client agrees not to use Bright View Engineering LLC's Documents for marketing purposes, for projects other than the project for which the Documents were prepared by Bright View Engineering LLC, or for future modifications to this project, without Bright View Engineering LLC's express written permission. Any reuse or distribution to third parties without such express written permission or project-specific adaptation by Bright View Engineering LLC will be at the Client's sole risk and without liability to Bright View Engineering LLC or its employees, subsidiaries, independent professional associates, sub consultants, and subcontractors. The Client shall, to the fullest extent permitted by law, indemnify, defend, and hold harmless Bright View Engineering LLC from and against any and all expenses, fees, demands, liabilities, suits, actions, claims, damages, or losses including attorneys' fees and costs, arising out of, or resulting from such unauthorized distribution or reuse of Documents.

Computer files are not considered part of deliverables unless specifically requested or required by the signed contract. If computer files are required, Bright View Engineering LLC shall provide Client files subject to the following conditions:

The Client must execute our standard Electronic Media Release form prior to any distribution of files. The Client recognizes that data, plans, specifications, reports, documents, or other information recorded on or transmitted as electronic media are subject to undetectable alteration, either intentional or unintentional due to, among other causes, transmission, conversion, media degradation, software error, or human alteration. Accordingly, it is understood that electronic files provided to the Client are for informational purposes only and are not intended as an end-product. Bright View Engineering LLC makes no representation of any warranties, either expressed or implied, regarding the fitness or suitability of the electronic documents. Accordingly, the Client agrees to waive any and all claims against Bright View Engineering LLC and Bright View Engineering LLC's consultants relating in any way to the unauthorized use, reuse or alteration of the electronic documents. Any unlicensed use or reuse of the documents without our written consent will constitute a violation of our copyright. Only original plans and reports of the most recent date bearing the signature and the embossed seal of the professional will be considered documents of record.

Bright View Engineering LLC shall maintain in its storage facility, samples collected as part of their services provided for a period of three (3) months after issuance of final reports. After the three (3) month time limit, all samples will be disposed of in accordance with appropriate regulations at the time. Extended storage of samples can be arranged at an additional cost to be established on a project-by-project basis.

15.0 GENERAL CONDITIONS:

Bright View Engineering LLC shall not be responsible for the delays caused by factors beyond its reasonable control, including but not limited to delay due to accidents, an act of God, fire, hurricane, flood, explosions, strike, boycott or other labor dispute, failure of the Client to furnish timely information or approve or disapprove of Bright View Engineering LLC's services or work product, delays caused by faulty performance by the Client or contractors of any level, or by acts of Government, which, in the opinion of Bright View Engineering LLC, could not have been reasonably foreseen and provided for, such delay will entitle Bright View Engineering LLC to an extension of time in performing its Services. If there is any increase in the total cost of providing Services by reason of any such delay, Bright View Engineering LLC will notify Client of particulars, and Client will pay for such increase. When such delays beyond Bright View Engineering LLC's reasonable control occur, the Client agrees that Bright View Engineering LLC shall not be responsible for damages, nor shall Bright View Engineering LLC be deemed in default of this Agreement.

The fees quoted in this proposal assume that upon authorization, this project will commence through to completion without a stop work order from the Client. Should a stop work order be received from the Client before completion of the project or any task, additional fees may be required to restart the project.

16.0 ENTIRE AGREEMENT:

This Agreement comprises the final and complete Agreement between the Client and Bright View Engineering LLC. It supersedes all prior or contemporaneous communications, representations, or Agreements, whether oral or written, relating to the subject matter of this Agreement. Execution of this Agreement signifies that each party has read the document thoroughly, has had the opportunity to have questions explained by independent counsel and is satisfied with the terms and conditions contained herein. Amendments to this Agreement shall not be binding unless made in writing and signed by both the Client and Bright View Engineering LLC.

To the extent Client provides its own Agreement and that Agreement conflicts with or is silent with respect to any term or condition expressed herein, these conditions shall prevail and shall be binding upon the parties.

70 South Orange Avenue, Suite 109
Livingston, New Jersey 07039

C: (732) 236-7557 T: (973) 228-0999 F: (201) 753-3904
BrightViewEngineering.com

P.O. Box 99
Roseland, NJ 07068



2024 RATE SCHEDULE
TECHNICAL STAFF RATES

BILLING TITLES	HOURLY RATES
Principal	185.00
Senior Technical Director	185.00
Senior Project Professional	175.00
Senior Project Manager	170.00
Project Professional	165.00
Technical Director	160.00
Project Manager	160.00
Senior Project Specialist	155.00
Senior Technical Professional	150.00
Project Specialist	150.00
Senior Technical Specialist	145.00
Technical Professional	140.00
Senior Specialist	135.00
Technical Specialist	135.00
Specialist	120.00
Senior Data Technician	105.00
Senior Technical Assistant	95.00
Technical Assistant	85.00
Data / Field Technician	75.00
Survey Crew – 2 Man	190.00
Survey Crew – 1 Man	160.00
Expert	260.00
Sr. LSRP	235.00
LSRP	200.00

REIMBURSABLE EXPENSES

General Expenses	Cost + 15%
Travel (Hotel, Airfare, Meals)	Cost + 15%
Sub-Consultants/Sub-Contractors	Cost + 15%
Mileage Reimbursement*	0.67 / Per Mile
Plotting	3.50 / Each
Computer Mylars / Color Plots	45.00 / Each
Photo Copies	0.25 / Each
Color Photo Copies	1.50 / Each
Document Binding	3.00 / Each
Compact Disk CD/DVD	75.00 / Each
Exhibit Lamination (24" x 36" or larger)	50.00 / Each

* Mileage reimbursement subject to change based upon IRS standard mileage rate.
RATES ARE EFFECTIVE THROUGH DECEMBER 31, 2024



SECTION IV – CLIENT CONTRACT AUTHORIZATION

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature

Date

Printed Name

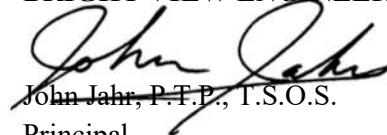
Title

If you find this proposal acceptable, **please sign where indicated above in Section IV, return one signed copy** to this office as a formal notice-to-proceed. Invoices are due within 30 days. This proposal is valid until December 15, 2024.

We appreciate the opportunity of submitting this proposal and look forward to working with you on this project.

Very truly yours,

BRIGHT VIEW ENGINEERING



John Jahr, P.T.P., T.S.O.S.

Principal

(732) 236-7557

jaf:JJJ

<https://bvengr.sharepoint.com/sites/bvengr/proj/241193-WOT-StopControl/1-Proposals/241193-Prop1R1.docx>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/2/2024

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

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

PRODUCER DKB Group, LLC 7 Oak PI Ste 8 Montclair NJ 07042		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: RLI Insurance Company	
		INSURER B: Westfield Select Insurance Company	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1354560989 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☐ ☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:			PSB0007253	10/15/2024	10/15/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PSB0007253	10/15/2024	10/15/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$			PSE0003624	10/15/2024	10/15/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	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			PSW0004056	10/15/2024	10/15/2025	☒ 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
B	Professional Liability			ADP-0000149	10/15/2024	10/15/2025	Per Claim Aggregate 2,000,000 2,000,000

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

CERTIFICATE HOLDER

CANCELLATION

Evidence of Insurance

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

AUTHORIZED REPRESENTATIVE

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Response to RFP

Professional Engineering Services

For

Stop Control and All Way Stop Analysis at Various Locations



Submitted to:

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

Attn: Zayibeth Y. Carballo, Director of Engineering/Municipal Engineer

October 25, 2024

Prepared by:



**1904 Main Street
Lake Como, NJ 07719
(732) 681-0760**

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DESCRIPTION

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Section 2: Fee Summary and Description of Services

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Section 6: Project Experience

Section 7: References

Section 8: Hourly and Reimbursable Rate Schedule

Section 9: Forms

- W-9
- Business Registration Certificate
- Certificate of Employee Information Report
- Certificate of Insurance – For Evidence Only



Dynamic Traffic, LLC
1904 Main Street
Lake Como, NJ
T: 732.681.0760

October 25, 2024

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

Attn: Zayibeth Y. Carballo,
Director of Engineering/Municipal Engineer

**RE: Response to Request for Proposals
Professional Engineering Services for
Stop Control & All Way Stop Analysis
At Various Locations**

Dear Zayibeth,

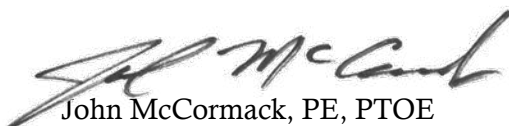
Dynamic Traffic is pleased to provide this response to the Township's request for proposals to provide professional engineering services for stop control and all way stop analysis at various locations within the Township.

Dynamic Traffic, LLC is a traffic engineering and transportation planning consulting firm dedicated to providing our regional clients with full-service solutions for complex engineering and design projects. Our vast transportation planning experience coupled with extensive traffic engineering design capabilities makes Dynamic Traffic the premier choice for identifying improvements to the intersections to ensure safety and efficiency. Dynamic Traffic's professionals work closely with our clients to help define their needs and resolve their issues. We have successfully completed numerous traffic calming/pedestrian safety design projects for Townships and Counties throughout New Jersey.

Thank you in advance for your time in reviewing our proposal. We look forward to serving the Township.

Sincerely,

Dynamic Traffic, LLC



John McCormack, PE, PTOE
Senior Principal



T. Hunter Sabins, PE
Project Manager

www.dynamictraffic.com

Lake Como, NJ • Chester, NJ • Toms River, NJ • Newark, NJ • Newtown, PA • Philadelphia, PA
Bethlehem, PA • Allen, TX • Houston, TX • Austin, TX • Delray Beach, FL • Annapolis, MD

FEE SUMMARY

Section 1: Stop Control Analysis (<i>Includes 14 Intersections</i>)	\$ 7,000
Section 2: All-Way Stop Control Analysis (<i>Includes 3 Intersections</i>)	\$ 12,000
Section 3: Reimbursable Expenses	Time and Materials
Section 4: Project Meetings and Coordination Services	Time and Materials

DESCRIPTION OF SERVICES

Section 1: Stop Control Analysis (*Includes 14 Intersections*)

Dynamic will prepare a stop control evaluation for the fourteen (14) intersections listed below, in accordance with the Township RFP. This report will evaluate the Township's potential change in traffic control at the intersections. The existing roadway characteristics will be compared to the guidance set forth within Sections 2B.09 (No Intersection Control) and 2B.11 (Minor Road Stop Control) of the Manual on Uniform Traffic Control Devices (MUTCD), published by the Federal Highway Administration (FHA).

1. Lancaster Terrace and Manchester Road
2. Manchester Road and Westminster Terrace
3. Normandy Terrace and Manchester Road
4. Cheshire Terrace and Nottingham Road
5. Devonshire Terrace and Nottingham Road
6. Nottingham Road and Normandy Terrace
7. Westminster Terrace and Nottingham Road
8. Brook Place and Mount Pleasant Place
9. Vosseler Ct and Vosseler Terrace
10. Sylvan Place and Burnett Terrace
11. Gilbert Place and Bradford Avenue
12. Devon Drive and Mountain Way
13. Mountain Way S and Mountain Way
14. Cullen Drive and Carlson Road

This scope of work includes the following in accordance with the RFP:

- A field inspection will be conducted to obtain an inventory of existing roadway geometry, traffic control, and location and geometry of adjacent driveways and intersections as may be gathered without an instrument survey.
- Field observations will be performed to observe existing traffic patterns (vehicle & pedestrian) and any other traffic related deficiencies which may exist at the study locations.
- The available sight distance for each approach to the study intersection will be observed and evaluated for conformity with industry and jurisdictional standards.
- An intersection crash analysis will be prepared based upon information available from NJDOT's Safety Voyager system as well as the crash reports provided in the Township RFP for up to three (3) years of data, if available. A schematic crash diagram illustrating the type, frequency, and relative location of crashes

will be prepared and site-specific crash trends will be compared to average statistics published by New Jersey Department of Transportation (NJDOT).

- Upon completion of the study as outlined above, a letter report will be prepared to document the findings and recommendations for each intersection.

Section 2: All-Way Stop Control Analysis (Includes 3 Intersections)

Dynamic will prepare an all-way stop control (AWSC) evaluation for the three (3) intersections listed below, in accordance with the Township RFP. This report will evaluate the Township's potential change in traffic control at the intersections. The existing roadway characteristics and traffic volumes will be compared to the All-Way Stop Control criteria set forth within Section 2B.12 of the Manual on Uniform Traffic Control Devices (MUTCD), published by the Federal Highway Administration (FHA). Additionally, the impact of the proposed All-Way Stop Control on the operational efficiency of the intersection will be assessed.

- Lowell Avenue and Mountain Way and Luddington Road
- Mississippi Avenue and Maple Street
- Dartmouth Road and Winding Way

This scope of work includes the following in accordance with the RFP:

- A field inspection will be conducted to obtain an inventory of existing roadway geometry, traffic control, and location and geometry of adjacent driveways and intersections as may be gathered without an instrument survey.
- Field observations will be performed to observe existing traffic patterns (vehicle & pedestrian) and any other traffic related deficiencies which may exist at the study locations.
- The available sight distance for each approach to the study intersection will be observed and evaluated for conformity with industry and jurisdictional standards.
- An intersection crash analysis will be prepared based upon information available from NJDOT's Safety Voyager system as well as police crash reports provided by the West Orange Police Department for up to three (3) years of data, if available. A schematic crash diagram illustrating the type, frequency, and relative location of crashes will be prepared and site-specific crash trends will be compared to average statistics published by New Jersey Department of Transportation (NJDOT).
- Intersection turning movement counts will be conducted at each intersection during a typical weekday between the hours of 6:00 AM and 7:00 PM. The counts will be conducted on either a Tuesday, Wednesday, or Thursday when schools are in regular session to establish existing intersection volumes.
- The intersection conditions (including the traffic volumes & crash history) will be compared to the all-way stop control criteria contained within the 11th edition of the MUTCD.
- Capacity analyses will be conducted for the weekday morning and weekday evening peak hours to determine existing and projected peak hour capacities and to define existing and projected levels of service. Any recommended changes will be reflected in the analysis.
- Upon completion of the study as outlined above, a letter report will be prepared to document the findings and recommendations for each intersection



-
- Reimbursable expenses associated with initial preparation and submission of the report is included within this task. Subsequent reimbursable expenses that may be required will be billed on a time and materials basis in accordance with the enclosed rate schedule.
 - Attendance at one (1) meeting is included within this task. Subsequent meetings that may be required will be billed on a time and materials basis in accordance with the enclosed rate schedule.

Section 3: Reimbursable Expenses

Reimbursable costs and expenses incurred by Dynamic Traffic in connection with the work outlined in Sections 1 and 2 are included in the lump sum fee. Any other reimbursables including but not limited to postage, travel expenses, printing and mileage will be invoiced in accordance with the attached Dynamic Traffic's *Professional Services Rate Schedule*.

Section 4: Project Meetings and Coordination Services

The intensity, methods and frequency of communications required for a project varies from client to client and project to project, but is essential to expediting the project successfully. As it is not always possible to determine the scope of work required for this phase prior to the commencement of work, this firm will provide an estimated scope of work as follows:

- Conference calls
- Meetings and generation of Meeting Memorandums
- Correspondence and coordination of governmental agencies
- Review and address agency review letters
- Preparation for meetings or hearings

Attendance at one (1) meeting is included within Sections 2 as noted above. All additional meetings, consultations and correspondence as noted above will be billed in accordance with the hourly rate schedule as included herein.

Project Schedule

It is anticipated that the Stop Control Analysis and All Way Stop Control Analysis (Sections 1 and 2) can be completed within eight (8) weeks (56 days) from receipt of the "notice to proceed" from the Township. Note it is highly recommended that the traffic counts be performed while local schools are in regular session. Depending on when the notice to proceed is issued relative to the school calendar, there could be impacts to the project schedule.

Notes and Assumptions

This proposal is limited to the scope of services specifically defined herein. Any additional services or out-of-scope work items that are requested or are determined to be necessary will be invoiced in accordance with Dynamic Traffic's *Professional Services Rate Schedule* enclosed herein.



FIRM PROFILE

Dynamic Traffic, LLC provides transportation planning and design services for numerous municipalities and counties throughout the state. Our design capabilities include intersection improvements, roadway widening, traffic signal and electrical plan design, complete streets designs, traffic calming designs, pedestrian safety designs, bicycle facility designs, MUTCD compliance and all aspects of signing and striping. Principals of Dynamic Traffic have recently provided transportation, planning and design services for municipalities including Maplewood, Neptune, Spring Lake Heights, Elizabeth, North Caldwell, Summit, Ringwood, Asbury Park and many others as well as Mercer, Ocean, Monmouth, Essex, Morris, Somerset, Camden, and Atlantic counties. Our strengths lie in the relationships we have forged over numerous years of working in both the private and public sectors, which gives us a unique perspective and results in our focus on implementing improvements.

Dynamic Traffic, LLC is a privately held corporation established and incorporated in 2012 which consists of a team of licensed professionals led by a team of 9 principals supported by 17 staff/engineers working in numerous municipalities, counties, and states. Communication with the client and stakeholders is critical to the success of a project and Dynamic Traffic, LLC will ensure complete communication with the client along with diligent follow-up.

Our unique attention to customer service and client satisfaction will help you meet the Township's objectives. Our focus on providing traffic engineering services at a superior value will also help to ensure your project is successful and within your budget.

Traffic Services include:

- Traffic Impact Studies
- Corridor Studies
- Intersection Control and Design
- Traffic Signal Design
- Electrical Plan Design
- Signing and Striping Design
- Preparation of Traffic Control Plans
- Traffic Signal Timing/Optimization
- Parking Studies (restrictions, demand, and pricing)
- Crash Analyses
- Traffic Count Program Design and Implementation
- Traffic Signal Warrant Analyses
- Traffic Reviews
- Accessible Curb Ramp Design
- Geometric Design and Layout
- Multi-Way Stop Warrant Analysis

For all the items above, John McCormack, PE, PTOE will be the key contact person leading our bench of professionals to support these tasks as necessary. Dynamic Traffic (and all principals of the firm) maintains the proper professional engineering licensure and remains in good standing. Neither the firm nor any individuals assigned to this engagement are suspended, or otherwise prohibited from professional practice by any federal, state, or local agency. Our firm has a proven track record in preparing engineering studies and other documents for public clients to serve various needs and carrying that work into fully designed plans. We look forward to continuing to use this experience to benefit the Township of West Orange.

POINT OF CONTACT AND OFFICE LOCATIONS



Contact Person:

John McCormack
Senior Principal

P: 732.681.0760

F: 732.974.3521

E: jmccormack@dynamictraffic.com

W: www.dynamictraffic.com

Corporate Headquarters:

Dynamic Traffic, LLC
1904 Main Street
Lake Como, NJ 07719

Other Offices:

Marlton

5 Greentree Centre
525 Route 75 North, Suite 406
Marlton, New Jersey 08053

Belmar

825 8th Avenue
Belmar, New Jersey 07719

Chester

245 Main Street, Suite 110
Chester, New Jersey 07930

Newark

50 Park Plaza, Suite 901
Newark, New Jersey 07102

Toms River

40 Main Street, 3rd Floor
Toms River, New Jersey 08753

Newtown

826 Newtown Yardley Road,
Suite 201
Newtown, Pennsylvania 18940

Philadelphia

1515 Market Street, Suite 1920
Philadelphia, Pennsylvania 19102

Lehigh Valley

95 Highland Avenue, Suite 170
Bethlehem, Pennsylvania 18017

King of Prussia

2570 Boulevard of the Generals,
Bldg 100, Suite 123
Audubon, Pennsylvania 19403

Delray Beach

100 NE 5th Avenue, Suite B2
Delray Beach, Florida 33483

Tampa

421 Main Street, Office Building, 1st Fl
Dunedin, FL 34698

Annapolis

125 West Street
Annapolis Maryland 21401

Newark, DE

591 Collaboration Way, Suite 605
Newark, Delaware 19713

Austin

901 Mopac Expressway South
Barton Oaks Plaza One, Suite 300
Austin, Texas 78746

Dallas

714 S. Greenville Avenue, Suite
100
Allen, Texas, 75002

Houston

6925 Portwest Drive, Suite 100
Houston, Texas 77024



John McCormack is a Senior Principal at Dynamic Traffic. Mr. McCormack holds a license in Professional Engineering in New Jersey and New York as well as a certification as a Professional Traffic Operations Engineer

John has over 30 years of experience working on various traffic engineering and transportation planning

projects for both private client and public agencies. Mr. McCormack is responsible for the management of the civil engineering and traffic engineering aspects of the transportation improvement projects. These projects involve all aspects of traffic calming, traffic signal design, bicycle and pedestrian safety and on-street parking. Mr. McCormack also performs traffic impact studies, NJDOT access studies, major event traffic/pedestrian planning, corridor progression studies and parking studies. Mr. McCormack serves as the traffic consultant to various municipalities, planning and zoning boards, and counties. He also prepares traffic & pedestrian management plans for major event venues and Amazon Fulfillment Centers across the country.

Licenses:

- New Jersey Professional Engineer License
- New York Professional Engineer License
- Professional Traffic Operations Engineer

Education:

- Villanova University
Bachelor of Science, Civil Engineering, 1994

Agency Experience:

- Port Authority of New York and New Jersey
- North Jersey Transportation Planning Authority
- Atlantic County
- Camden County
- Essex County
- Mercer County
- Monmouth County
- Morris County
- Ocean County
- Somerset County

Agency Experience continued:

- Borough of Allenhurst
- City of Asbury Park
- Bloomfield Township
- Borough of Caldwell
- Denville Township
- City of East Orange
- City of Elizabeth
- City of Jersey City
- Maplewood Township
- Millburn Township
- Montclair Township
- Neptune Township
- City of Newark
- Borough of Point Pleasant Beach
- Borough of River Edge
- Borough of Ringwood
- Sea Girt Borough
- Spring Lake Heights
- Stafford Township
- City of Summit
- Toms River Township
- Township of West Orange
- Woodbridge Township

Expert Testimony:

Mr. McCormack has testified before dozens of boards throughout the State of New Jersey. He regularly provides traffic and parking testimony at Land Use Boards in support of his client's projects.

Employment History:

- 2018 – Present Dynamic Traffic, LLC,
Senior Principal
- 2010 – 2018 Sam Schwartz, Transportation
Consultants, Director of Traffic Engineering
- 1994 – 2010 CMX/Schoor DePalma

Event Traffic Planning Experience:

- Red Bull Arena
- Nassau Coliseum
- NJ Performing Arts Center
- MetLife Stadium
- Wrigley Field
- Soldier Field
- Nationals Park
- NY Road Runners Queens 10K
- Pope Francis' 2015 Visit to Philadelphia
- Amazon Fulfillment Centers

THIS DOCUMENT IS PRINTED ON WATERMARKED PAPER, WITH A MULTI-COLORED
BACKGROUND AND MULTIPLE SECURITY FEATURES. PLEASE VERIFY AUTHENTICITY.

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



THIS IS TO CERTIFY THAT THE
Board of Prof. Engineers & Land Surveyors

HAS LICENSED

JOHN M. MC CORMACK
200 HANCE ROAD
Fair Haven NJ 07704

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

04/10/2024 TO 04/30/2026
VALID

24GE04170100
LICENSE/REGISTRATION/CERTIFICATION #

A blue ink signature of John M. McCormack.

Signature of Licensee/Registrant/Certificate Holder

A blue ink signature of Cari Zanis.

ACTING DIRECTOR

Contact:

Paul Kittner, PE
Township Engineer
574 Valley Street
Maplewood, NJ 07040
PKittner@maplewoodnj.gov
(973) 762-8120

Period of Performance

January – March 2024

Key Staff:

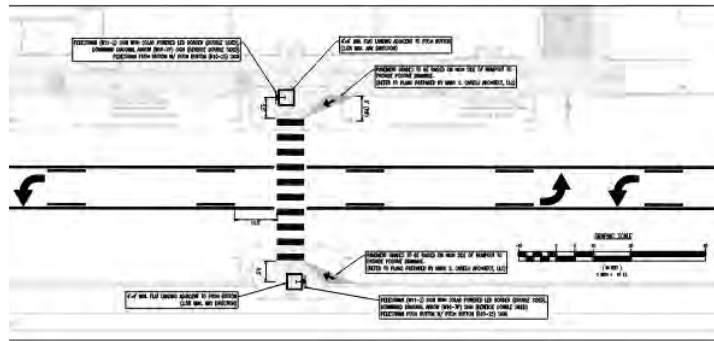
John McCormack, PE, PTOE
Patrick Downey, PE
Matt Barrella, PE



Dynamic Traffic, LLC has been named an On-Call Traffic Engineering consultant for the Township of Maplewood Engineering Department. Key Staff have been responsible for the successful completion of many pedestrian safety related traffic engineering design for the Township over the past several years. The following is a listing of the most recent Maplewood Township experience:

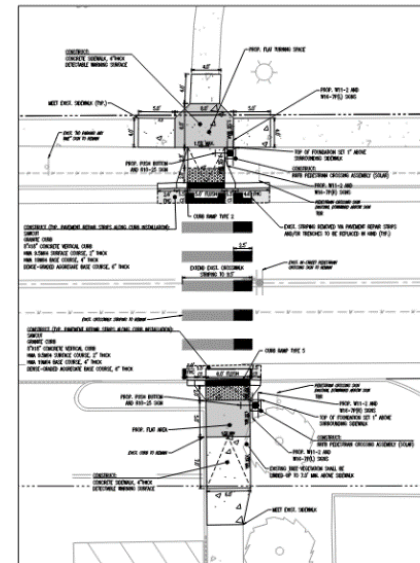
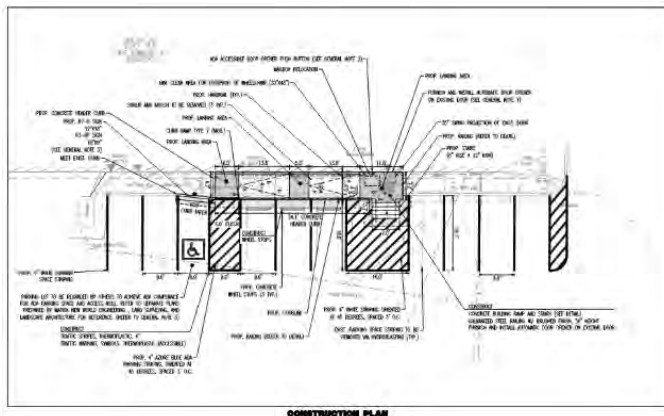
Springfield Avenue Mid-Block Crosswalk

- Located between Boyden Avenue and Burnett Avenue.
- Constructed curb bumpouts to shorten the pedestrian crosswalk length and make pedestrians more visible to drivers.
- Installed push button activated LED flashing pedestrian crossing signs to alert drivers of crossing pedestrians.



Burnett Avenue Rapid Rectangular Flashing Beacons (RRFB)

- Located at three crosswalks along Burnett Avenue connecting to Dehart Park.
- Prepared construction bidding documents including construction cost estimate, project specifications, and construction plans.
- Installed push button activated solar RRFB's on both sides of the crosswalk with the appropriate pedestrian crossing signing.
- Reconstructed sidewalk and pedestrian curb ramps to meet Americans with Disabilities Act (ADA) standards.



**BASE BID
INTERSECTION #1
BURNETT AVENUE & SENIOR CENTER CROSSWALK**

Community Development Block Group Project

- Located around Memorial Park and the Maplewood Township Department of Public Works (DPW) Building.
- Utilized Public Right-of-Way ADA Guidelines (PROWAG) for all curb ramps located surrounding Memorial Park and ADA Accessibility Guidelines (ADAAG) for the DPW Building.
- Prepared construction bidding documents including construction cost estimate, project specifications, and construction plans.

Contact:

Daniel J. Loomis
 City of Elizabeth
 50 Winfield Scott Plaza
 Elizabeth, NJ 07201
 dloomis@elizabethnj.org
 (908) 820-4269

Steve Rinaldi, PLS, PP
 srinaldi@elizabethnj.org
 (908) 820-4278

Period of Performance:
 January 2018 – Present

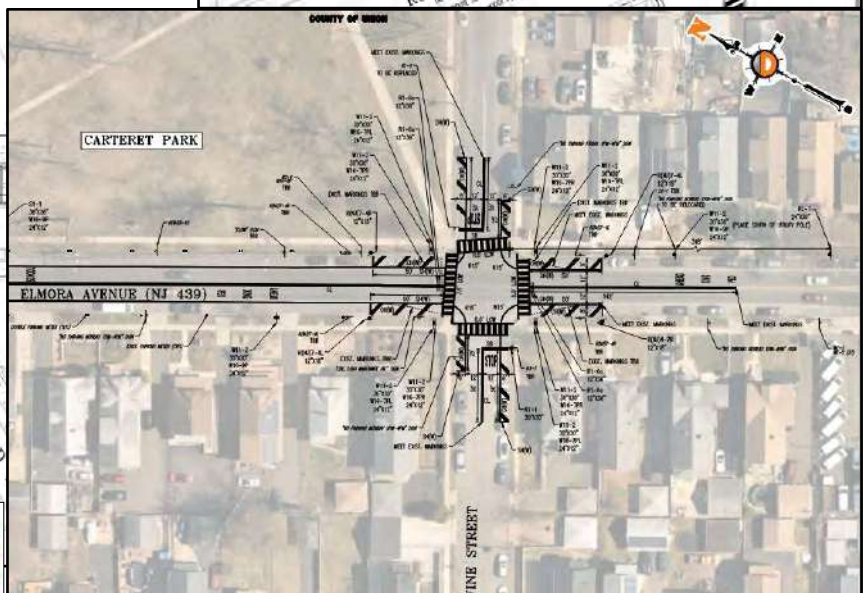
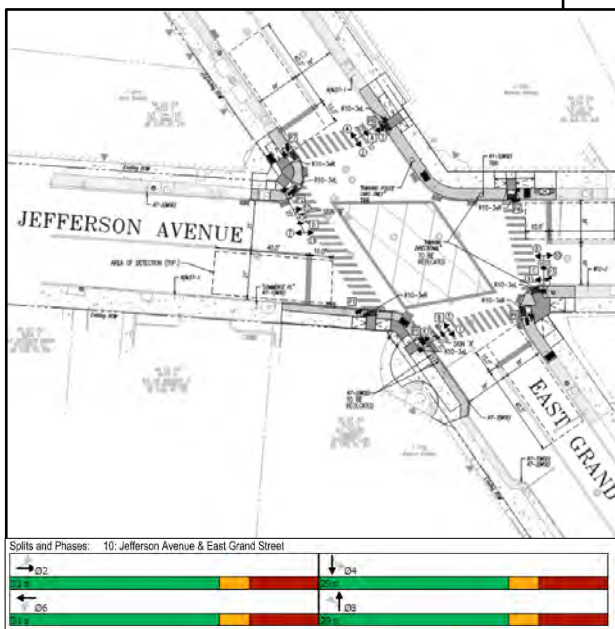
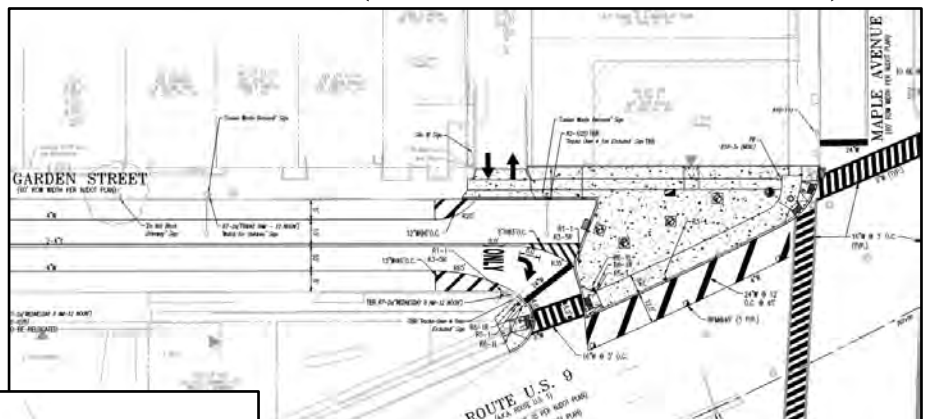
Key Staff:

John McCormack, PE, PTOE
 Andy Jafolla, PE
 Patrick Downey, PE, PTOE
 T. Hunter Sabins, PE



Dynamic Traffic LLC has been named an On-Call Traffic Engineering consultant for the City of Elizabeth Engineering Department. Projects have been coordinated with the City Administrator, City Engineer and the Traffic Safety Division of the Police Department. Key staff have been responsible for the successful completion of several traffic engineering design and analysis projects for the City of Elizabeth over the past few years. The following is a listing of the most recent City of Elizabeth experience:

- Garden St Traffic Calming Design
- Elizabeth Ave at Bridge St – Intersection Safety & Efficiency Evaluation
- East Jersey St & Winfield Scott Plaza – Intersection/Pedestrian Safety Evaluation
- Rt 1 & 9 & Garden St – Traffic Calming Evaluation & Intersection Improvements
- Bayway Ave Improvements & LFIF Grant Application Assistance
- Elmora Ave & Vine St/Murray St – Intersection Safety Improvements
- Traffic Signal Timing Modification at Elizabeth Ave & Jaques Str-South St
- NJDOT Local Aid Funded Traffic Signal Replacements:
 - o Jefferson Ave & East Grand St (via NJDOT Transit Village Program)
 - o Madison Ave & East Grand St (via NJDOT Transportation Trust Fund)
 - o Union Ave & Prince St (via NJDOT Safe Streets to Transit Grant)
 - o Catherine St & East Grand St (via NJDOT Safe Streets to Transit Grant)



Contact:

James Bonanno, PP, AICP
Transportation Manager
City of Asbury Park
1 Municipal Plaza
Asbury Park, NJ 07712
James.Bonanno@cityofasburypark.com
(732) 502-5762

Period of Performance

January 2022 – Present

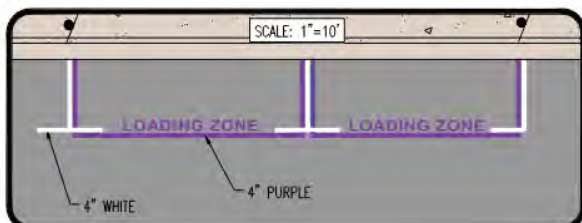
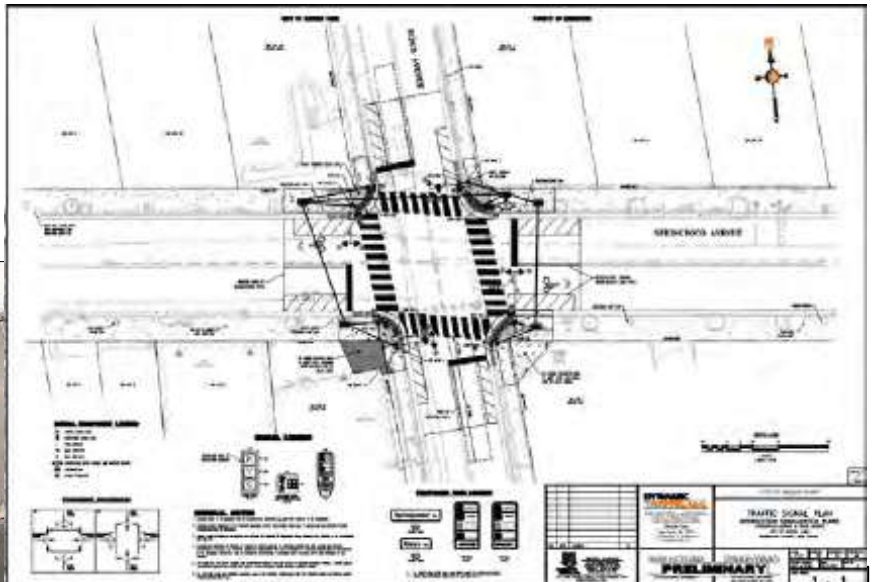
Key Staff:

John McCormack, PE, PTOE
T. Hunter Sabins, PE
Nicole Dahl, EIT



Dynamic Traffic, LLC has been named the On-Call Traffic Engineer for the City of Asbury Park. Key staff have been responsible for the successful completion of several traffic engineering design and analysis projects for the City of Asbury Park over the past few years. The following is a listing of the most recent City of Asbury Park experience:

- Prospect Avenue/Monroe Avenue/Church Street – Intersection Evaluation/Re-Design
- Grand Avenue – Corridor Evaluation
- Cookman Avenue, Lake Avenue, Bangs Avenue, Mattison Avenue – Loading Zone Design/Assistance
- Cookman Avenue & Bond Street – Intersection Evaluation
- Cookman Avenue & Lake Avenue – Intersection Evaluation
- Cookman Avenue & Emory Street – Roundabout Evaluation
- Lake Avenue & Emory Street – Traffic Signal Layout Plan
- Springwood Avenue & Ridge Avenue – Traffic Signal Layout Plan
- 5th Avenue & Comstock Street – Temporary Roundabout Evaluation
- Kingsley Avenue & Deal Lake Drive – Intersection Evaluation



Contact:

Paul Kittner, PE
 Township Engineer
 574 Valley Street
 Maplewood, NJ 07040
 973-762-8120
 PKittner@maplewoodnj.gov

Period of Performance:

2018 – Present Day

Key Staff:

John McCormack, PE, PTOE
 Andy Jafolla, PE
 Patrick Downey, PE, PTOE
 T. Hunter Sabins, PE



Dynamic Traffic LLC, has been named an On-Call Traffic Engineering consultant for the Township of Maplewood Engineering Department. Key staff have been responsible for the successful completion of many traffic engineering design and analysis projects for Maplewood Township over the past several years. The following is a listing of the most recent Maplewood Township experience:

Traffic Calming

- Dunell Road – Corridor Traffic Calming & Firehouse Advisory Improvements
- Oakland Road – Corridor Traffic Calming & Intersection Organization
- Prospect Street & Sommer Avenue – Traffic Calming and Curve Safety
- Prospect Street Corridor – Corridor Traffic Calming and Pedestrian Safety

ADA/Pedestrian Evaluations

- Boyden Avenue & Meadowbrook Road – Mid Block Pedestrian Crossing
- Maplewood Avenue & Jefferson Avenue – ADA Evaluation and compliance
- Baker Street & Everitt Place – Crosswalk evaluation
- Valley Street & Tuscan Road – Pedestrian Safety and LPI Implementation

Traffic Signal Evaluations

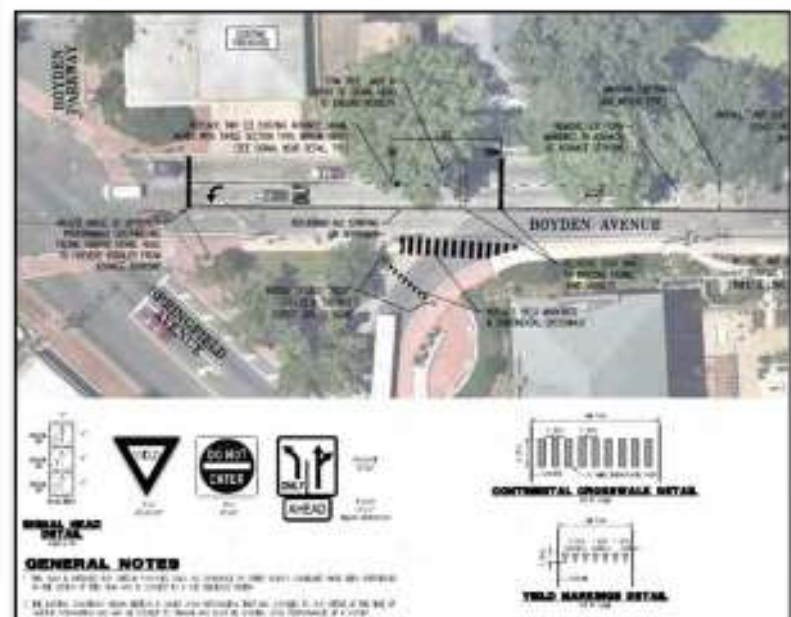
- Springfield Avenue – Corridor Synchronization
- Springfield Avenue & Boyden Avenue – Firehouse Clearance Interval
- Prospect Street & Tuscan Road – Signalized intersection update and ADA/MUTCD compliance

All Way Stop Control Evaluations

- Prospect Street & Harvard Avenue
- Burnett Avenue & Rutgers Street

Resurfacing/ADA - NJDOT Local Aid

- Burnett Avenue



Contact:

Aaron Schrager, PE, CME, PP
Director of Dept. of Community
Services & City Engineer
City of Summit
512 Springfield Avenue
Summit, NJ 07901
aschrager@cityofsummit.org
908-273-9400

Period of Performance

January 2023 – Present

Key Staff:

John McCormack, PE, PTOE
Andy Jafolla, PE
T. Hunter Sabins, PE
Nicole Dahl, PE



Dynamic Traffic, LLC has been named the On-Call Traffic Engineer for the City of Summit. Key staff have been responsible for the successful completion of several traffic engineering design and analysis projects for the City of Summit over the past few years. The following is a listing of the most recent City of Summit experience:

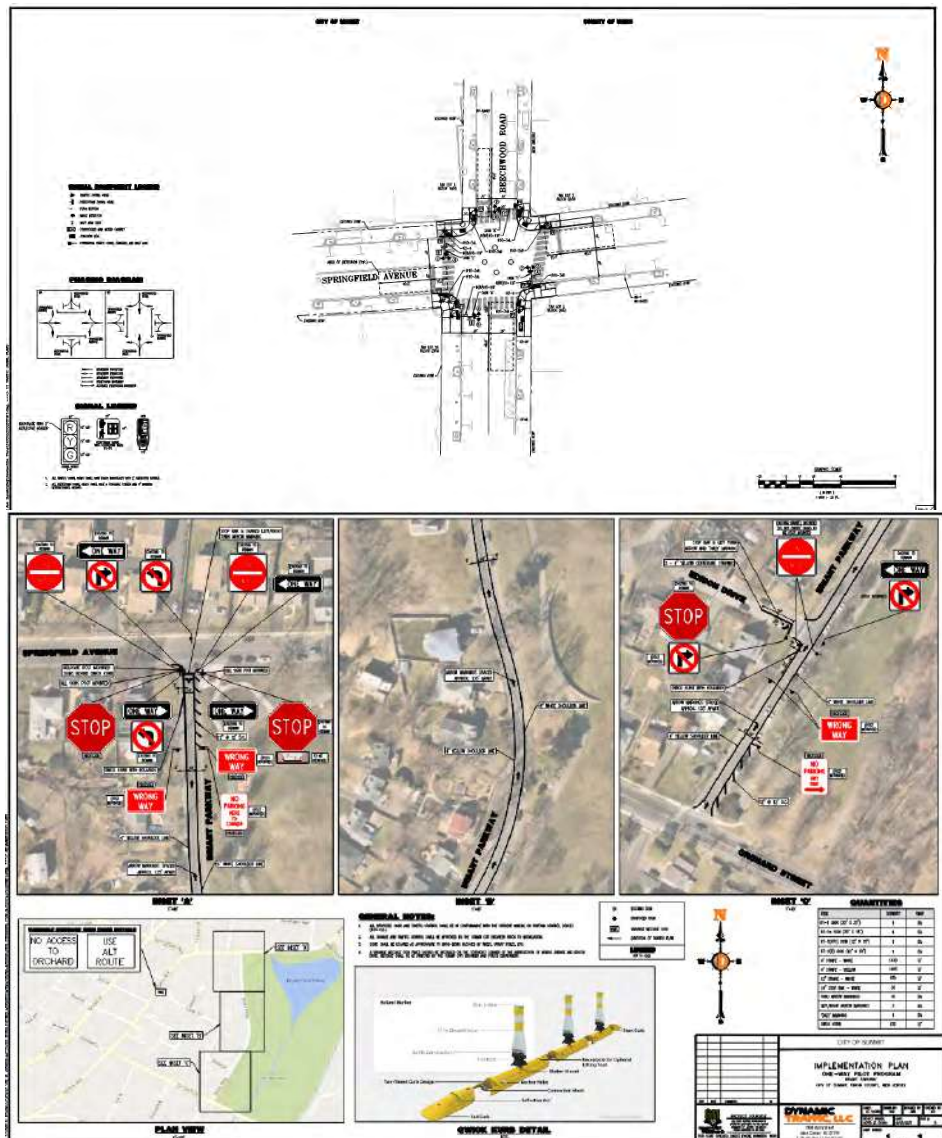
- Prospect Street & Blackburn Road – All-way Stop Control Evaluation
- Morris Avenue – Corridor Study
- River Road – Corridor Study
- River Road & Iris Road – Intersection Evaluation
- Briant Parkway – One-way Evaluation
- Morris Avenue & Orchard Street – Signing & Striping Improvements
- Springfield Avenue & Maple Street and Springfield Avenue & Beechwood Road – Traffic Signal Replacements
- Broad Street/Walnut Street/Overlook Road – Intersection Analysis
- Broad Street – On-street Parking Plan Assistance
- City Signal Maintenance Summary Report



Project Site & Blackburn Road - Approach Volume

Thursday, December 8, 2022

Time	Major Roadway, Prospect Street (approach volume)			Major Roadway, Blackburn Road (approach volume)		
	EB	WB	Total	WB	SB	Total
7:00 AM	12	115	127	131	11	142
8:00 AM	27	180	207	131	31	162
9:00 AM	23	18	41	47	23	70
10:00 AM	31	52	83	48	27	75
11:00 AM	15	49	64	30	35	65
12:00 PM	24	60	84	31	50	81
1:00 PM	16	66	82	23	63	86
2:00 PM	16	70	86	33	39	72
3:00 PM	22	180	202	131	18	149
4:00 PM	23	77	100	130	47	177
5:00 PM	23	78	101	46	41	87
6:00 PM	23	18	41	32	33	65
Total	400	841	1241	437	336	773



Contact:

Joseph C. May
 Borough of Spring Lake Heights
 555 Brighton Ave #1,
 Spring Lake Heights, NJ 07762
 jmay@springlakehts.com
 (908) 770-5787

Period of Performance:

August 2016 – Present

Key Staff:

John McCormack, PE, PTOE
 Patrick Downey, PE, PTOE
 T. Hunter Sabins, PE



Dynamic Traffic LLC provides traffic engineering consulting services to the Borough of Spring Lake Heights. Projects have been coordinated with the Borough Engineer, Public Works Department, and the Police Department. Key staff have been responsible for the successful completion of several traffic engineering design and analysis projects for the Borough of Spring Lake Heights over the past few years. The following is a listing of the most recent Borough of Spring Lake Heights experience:

- Ocean Rd Pedestrian Crossing Viability Assessment
- Wall Rd Pedestrian Crossing & Traffic Calming Viability Assessment
- Old Mill Rd & Wall Rd Multi-Way Stop Control Evaluation
- Old Mill Rd, Wall Rd, & Ocean Rd Commercial Motor Vehicle Restriction Evaluation
- Highway Occupancy Permit Assistance & Detour Plans for Ocean Rd Improvements
- Ocean Rd and Old Mill Rd Multi-Way Stop Control Evaluation
- Wall Rd and Ocean Rd Traffic Calming Improvements

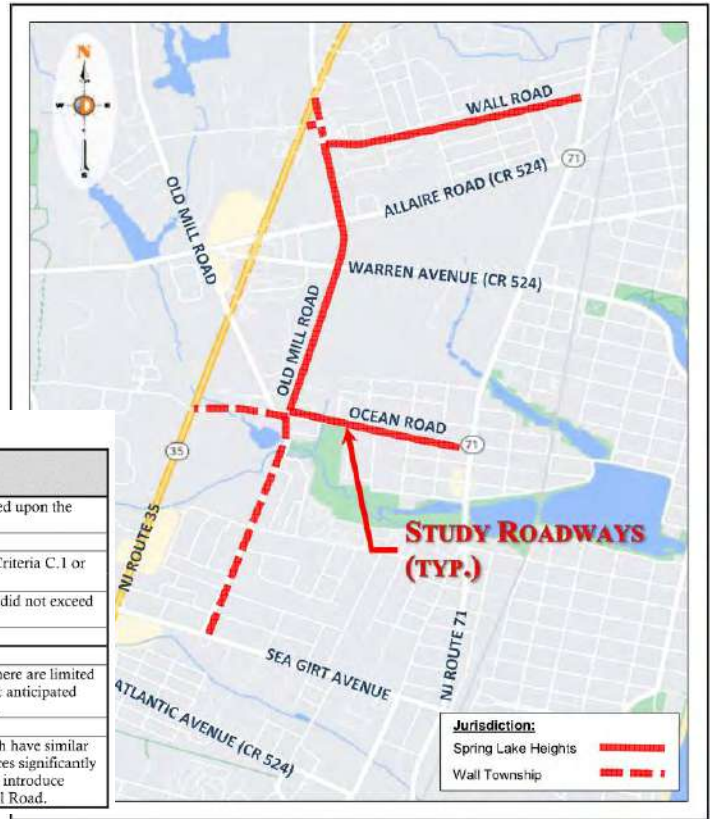
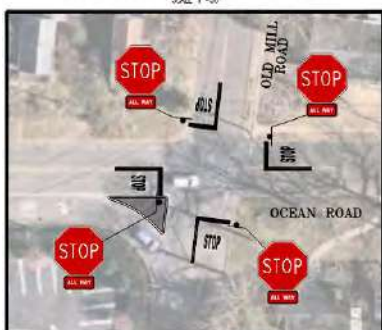


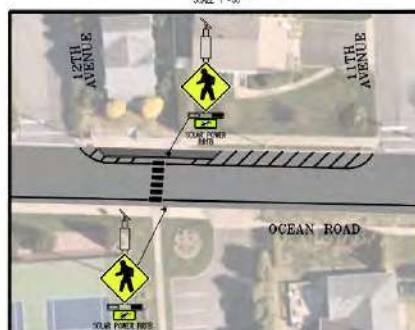
Table II
 Multi-Way Stop Criteria - Summary

Multi-Way Stop Criteria (NJTCO Section 2B.07 Per. 04)	Satisfied?	Description
A	No	This intersection does not satisfy warrants for a traffic signal based upon the traffic volumes and crash history.
B	No	The intersection crash history does not satisfy the criteria.
C	1	The intersection does not satisfy the traffic volumes set forth in Criteria C.1 or Criteria C.2.
	2	
	3	
D	No	The 85 th percentile speeds along the major road (Old Mill Road) did not exceed 40 mph.
Additional Criteria	A	Criteria B and Criteria C are not satisfied to 80 percent criteria.
	B	The intersection crash history does not satisfy the criteria.
	C	There is not significant pedestrian volume at the intersection. There are limited sidewalks and no crosswalks at the intersection. As such, it is not anticipated that AWSC would reduce potential vehicle/pedestrian conflicts.
	D	There are no sight distance issues at the intersection.

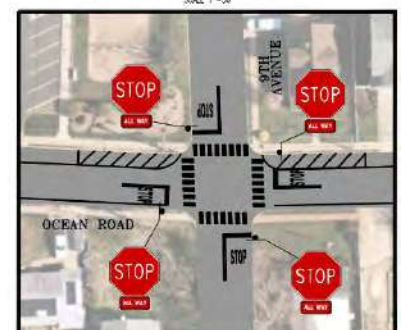
OCEAN ROAD & OLD MILL ROAD
 ALL-WAY STOP CONTROL (AWSC)
 WITH CONCRETE CHANNELIZING ISLAND
 SCALE 1"=30'



OCEAN ROAD PARK & 12TH AVENUE
 CURB BUMP-OUT WITH RECTANGULAR RAPID
 FLASHING BEACON (RRFB) ASSEMBLIES
 SCALE 1"=30'



OCEAN ROAD & 9TH AVENUE
 ALL-WAY STOP CONTROL (AWSC)
 SCALE 1"=30'



Contact:

Mark Jehnke
 Ocean County Engineering
 129 Hooper Avenue
 Toms River, NJ 08754
 mjehinke@co.ocean.nj.us
 (732) 929-2183

Period of Performance:

2011 – Present

Key Staff:

John McCormack, PE, PTOE
 Andy Jafolla, PE
 Patrick Downey, PE, PTOE
 T. Hunter Sabins, PE



Dynamic Traffic LLC, has been named an On-Call Traffic Engineering consultant for Ocean County Engineering Department. Key staff have been responsible for the successful completion of many traffic engineering design and analysis projects for Ocean County over the past several years. The following is a listing of the most recent Ocean County experience:

Traffic Signal Designs/Upgrades

- Lacey Rd (CR 614) & Railroad Ave
- Lacey Rd (CR 614) & Lake Barnegat Dr
- Lacey Rd (CR 614) & Denton Ave/Deerhead Lake Dr
- Lacey Rd (CR 614) & Newark Ave
- Lacey Rd (CR 614) & Garden State Parkway Exit 74 NB Ramp
- Bay Ave (CR 571) & Indian Hill Rd (CR 20)
- Bay Ave (CR 571) & Cedar Grove Rd (CR 22)
- Ocean Gate Dr (CR 625) & Mill Creek Rd (CR 2)/Veeder Ln (CR 4)
- Whitesville Rd (CR 17) & Faraday Ave (CR 59)

Intersection Improvements

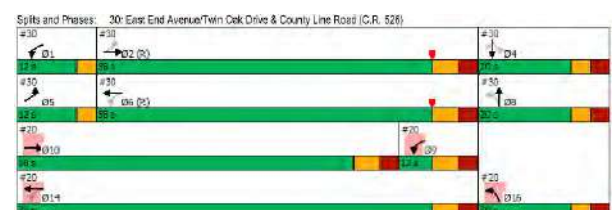
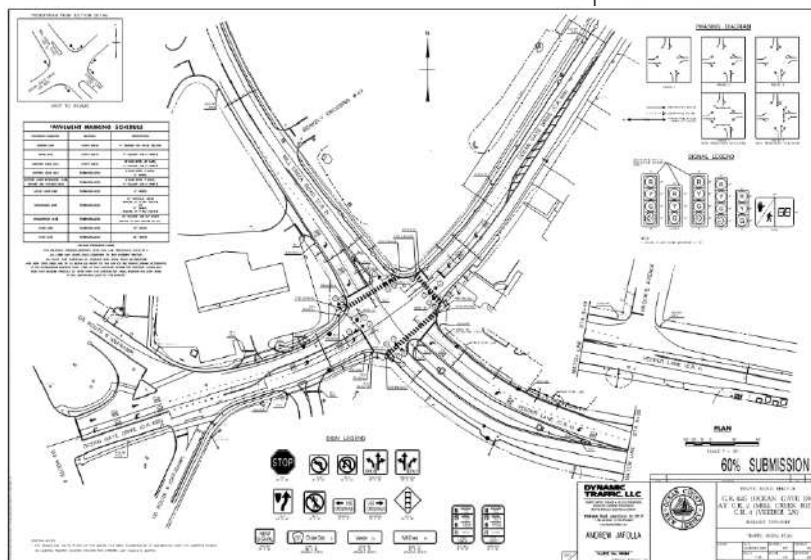
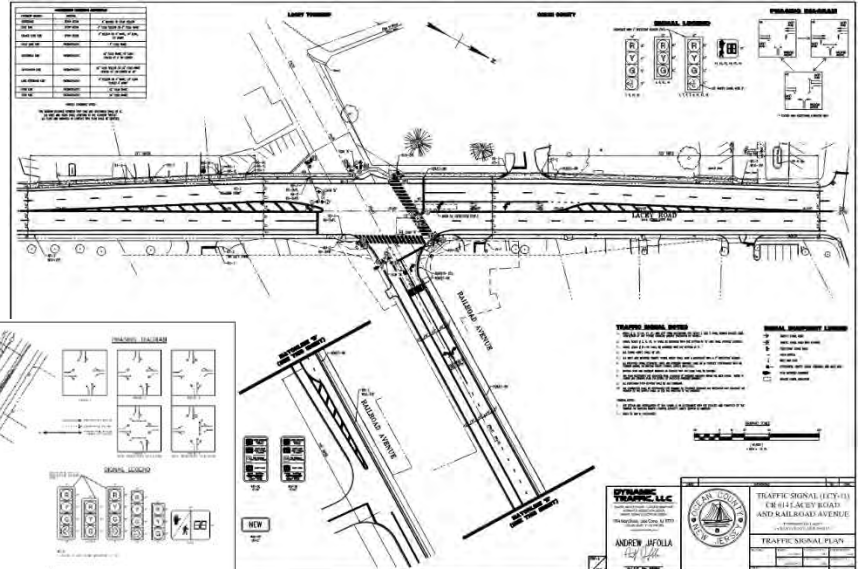
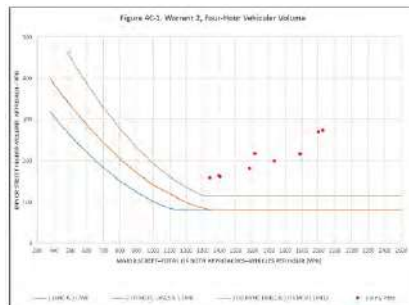
- Lacey Rd (CR 614) & Railroad Ave
- Ocean Gate Dr (CR 625) & Mill Creek Rd (CR 2)/Veeder Ln (CR 4)
- Whitesville Rd (CR 17) & Faraday Ave (CR 59)

Corridor Traffic Analysis

- Lacey Rd (CR 614) Traffic Signal Synchronization

Railroad Pre-Emption

- East County Line Rd (CR 526)



Contact:

Alicia Meyers, PE, PTOE
 Principal Engineer - Traffic
 Somerset County
 Department of Engineering and Planning
 Engineering Division
 20 Grove Street, P.O. Box 3000
 Somerville, NJ 08876-1262
 meyersa@co.somerset.nj.us
 908-231-7619

Period of Performance

January 2024 – Present

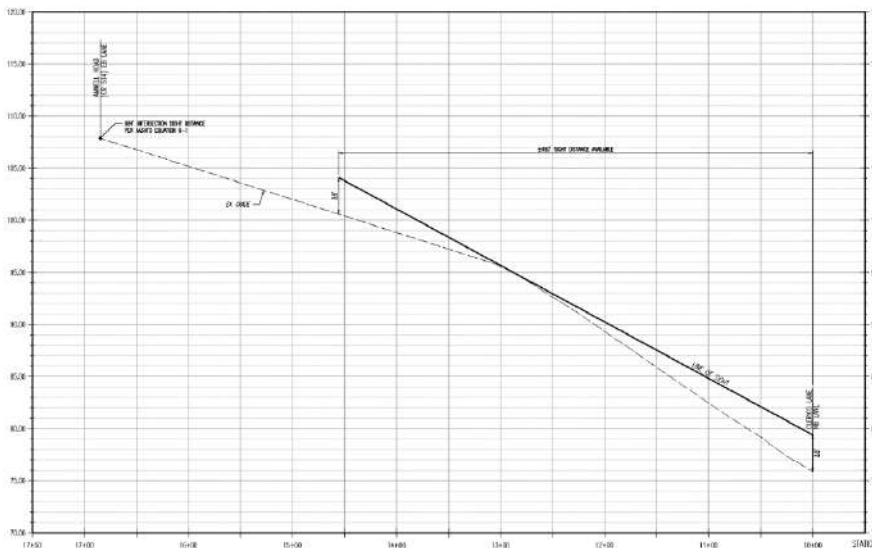
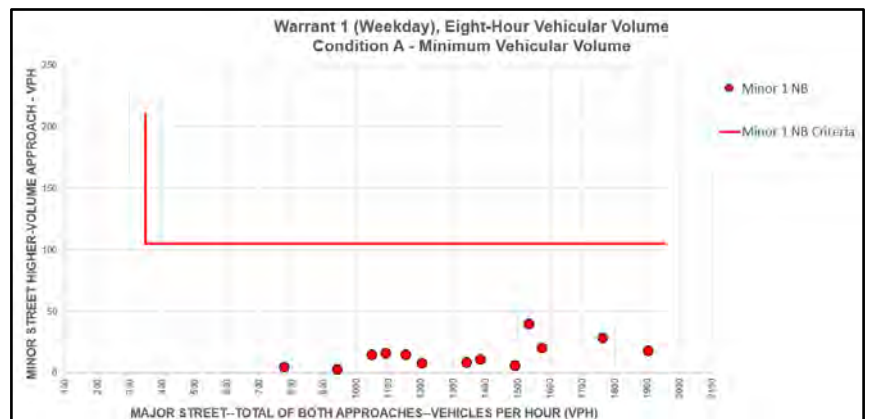
Key Staff:

John McCormack, PE, PTOE
 Andy Jafolla, PE
 T. Hunter Sabins, PE



Dynamic Traffic LLC, has been named an On-Call Engineering consultant for Somerset County Department of Engineering and Planning for traffic and roadway design services. Key staff have been responsible for the successful completion of various engineering design/analysis projects for Somerset County. The following is a listing of the most recent Somerset County experience:

- Amwell Rd (CR 514) & Clerico Ln, Hillsborough
 - o Traffic Signal Warrant Report
 - o Intersection Safety Evaluation
- Claremont Rd (CR 525), Mine Mount Rd, & Seney Dr, Bernardsville
 - o All-Way Stop Control (AWSC) Evaluation at 5-Way Intersection
 - o Intersection Alternatives Evaluation



Contact:

Debra Dellagiacoma
Principal Traffic Engineer
County of Morris
30 Schuyler Place
Morristown, NJ 07960
ddellagiacoma@co.morris.nj.us
(973) 285-6750

Period of Performance:

2020 - Present

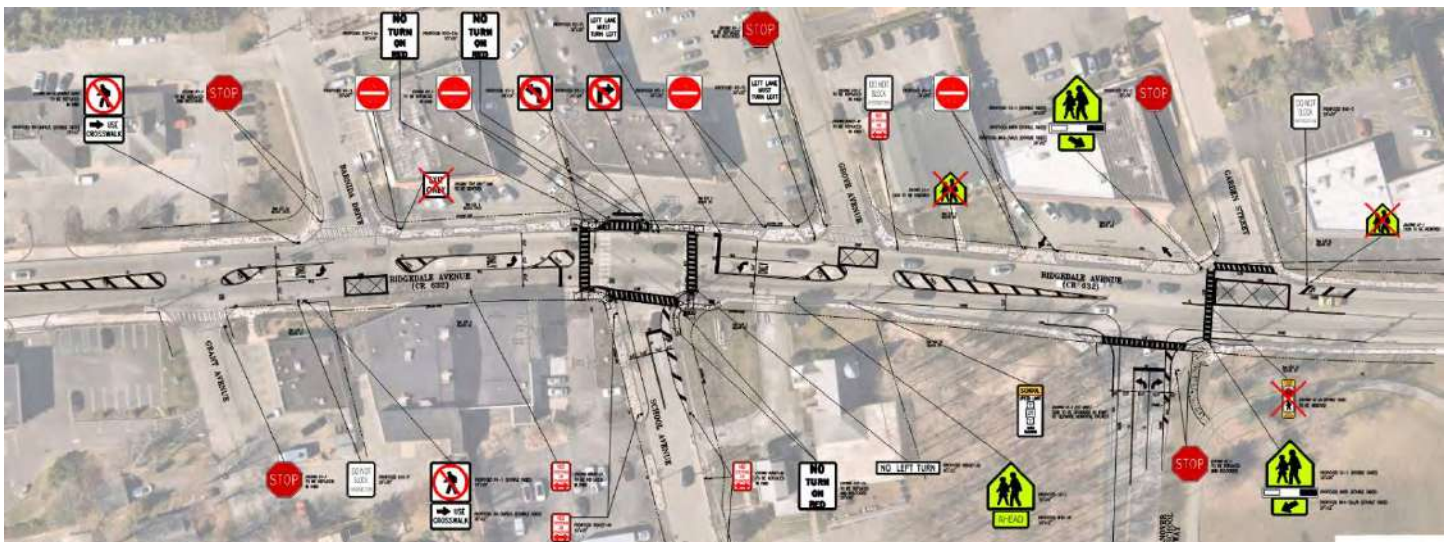
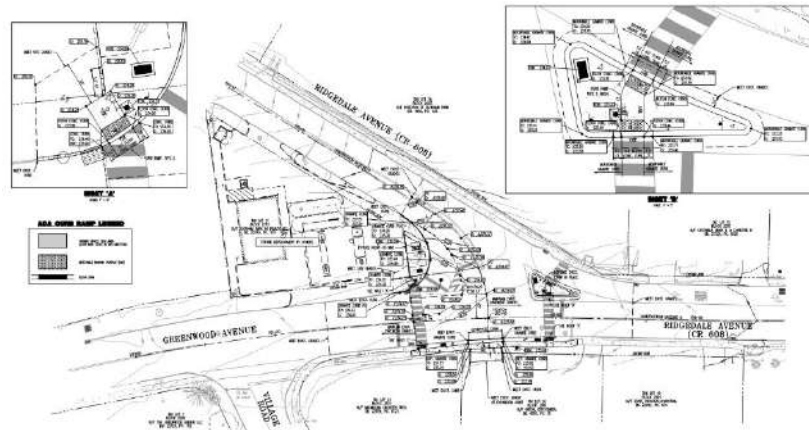
Key Staff:

Andy Jafolla, PE
John McCormack, PE, PTOE
Patrick Downey, PE, PTOE
T. Hunter Sabins, PE

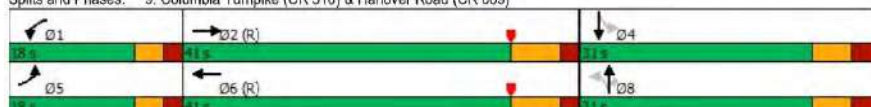


Dynamic Traffic LLC has been named On-Call Traffic Engineering consultant for the Morris County Engineering Department. Projects have been coordinated with the County Traffic Engineer and various municipal engineering departments. Key staff have been responsible for the ongoing performance of several traffic engineering design and analysis projects over the past year. The following is a listing of the most recent Morris County project experience:

- Columbia Turnpike & Park Street Traffic Signal Improvements
- Columbia Turnpike Corridor Evaluation
- South Beverwyck Road & Reynolds Road Safety Evaluation
- Columbia Trail Pedestrian Crossing Improvements
- Ridgedale Avenue (C.R. 608) & Greenwood Avenue Intersection Improvements
- Ridgedale Avenue (C.R. 632) Corridor & Intersection Improvements



Splits and Phases: 9: Columbia Turnpike (CR 510) & Hanover Road (CR 609)



REFERENCES

Asif Mahmood

Essex County Engineering
900 Bloomfield Ave
Verona, NJ 07044
(973) 226-8500
amahmood@essexcountynj.org

Debra Dellagiacoma

Morris County Engineering
10 Court St, 5th Fl
Morristown, NJ 07963
(973) 285-6755
ddellagiacoma@co.morris.nj.us

Mark Jehnke

Ocean County Engineering
129 Hooper Avenue
P.O Box 2191
Toms River, NJ 08754
(732) 929-2183
mjehnke@co.ocean.nj.us

Paul Kittner

Township of Maplewood
574 Valley Street
Maplewood, NJ 07040
(201) 452-9603
Pkittner@maplewoodnj.gov

Aaron Schrager

City of Summit Engineering
512 Springfield Ave
Summit, NJ 07901
(908) 273-9400
aschrager@cityofsummit.org

Dan Loomis

City of Elizabeth Engineering
50 Winfield Scott Plaza
Elizabeth, NJ 07201
(908) 820 – 4278
dloomis@elizabethnj.org

2024 GOVERNMENTAL PROFESSIONAL SERVICES RATE SCHEDULE

Licensed Professional Engineer – Director/Senior Principal	\$240.00/hour
Licensed Professional Engineer – Principal	\$220.00/hour
Licensed Professional Engineer – Branch Manager	\$220.00/hour
Licensed Professional Engineer – Senior Project Manager	\$210.00/hour
Licensed Professional Engineer – Project Manager	\$200.00/hour
Licensed Professional Engineer	\$180.00/hour
Senior Project Manager	\$190.00/hour
Project Manager	\$180.00/hour
Project Engineer	\$160.00/hour
Senior Design Engineer	\$155.00/hour
Design Engineer	\$135.00/hour
Licensed Landscape Architect	\$175.00/hour
Computer Generated Imagery Manager	\$160.00/hour
CAD Director	\$170.00/hour
CAD Manager	\$145.00/hour
Senior CAD Designer	\$125.00/hour
CAD Designer	\$110.00/hour
Senior Project Coordinator	\$125.00/hour
Project Coordinator	\$120.00/hour
Assistant Project Coordinator	\$110.00/hour
Senior Administrative Assistant	\$ 95.00/hour
Administrative Assistant	\$ 90.00/hour
Assistant Professional	\$100.00/hour
Traffic Enumerator	\$ 60.00/hour

LAND SURVEYING SERVICES

Licensed Professional Land Surveyor – Senior Principal	\$240.00/hour
Licensed Professional Land Surveyor – Principal	\$220.00/hour
Licensed Professional Land Surveyor – Senior Project Manager	\$210.00/hour
Licensed Professional Land Surveyor – Project Manager	\$200.00/hour
Licensed Professional Land Surveyor	\$180.00/hour
Senior Project Surveyor/Party Chief	\$160.00/hour
Project Surveyor	\$135.00/hour
Senior Survey Technician	\$135.00/hour
Survey Technician	\$120.00/hour
Assistant Survey Technician	\$ 90.00/hour
Field Survey Crew – Two Man	\$225.00/hour
Field Survey Crew – Three Man	\$275.00/hour

GEOTECHNICAL AND ENVIRONMENTAL SERVICES

Senior Geotechnical Engineer – Project Manager	\$220.00/hour
Senior Geotechnical Engineer	\$200.00/hour
Construction Services Manager	\$160.00/hour
Construction Materials Testing Supervisor	\$160.00/hour
Geotechnical Engineer/Geologist	\$160.00/hour
Senior Technical Professional/Senior Engineering Technician	\$155.00/hour
Engineering Technician	\$ 90.00/hour
Engineering Technician (Half-Day Rate)	\$450.00
Environmental Professional – Senior Principal	\$240.00/hour
Environmental Professional – Principal	\$220.00/hour
Licensed Environmental Professional	\$200.00/hour
Environmental Professional – Senior Project Manager	\$200.00/hour
Environmental Professional – Project Manager	\$180.00/hour
Environmental Scientist	\$160.00/hour
Environmental Technical Professional	\$140.00/hour
Assistant Environmental Technical Professional	\$120.00/hour

Professional Services for the purposes of litigation matters, court appearances and attendance at other legal proceedings shall be billed at 1.5 times the above rates.

REIMBURSABLE RATES

Outside (pass-thru) Services	cost
Postage, Federal Express, UPS, DHL	cost
Travel (meals, tolls, etc.)	cost
Paper Black/White Copy/Prints – A Size (8.5"x11")	\$ 0.20/sheet
Paper Black/White Copy/Prints – B Size (11"x17")	\$ 0.40/sheet
Paper Color Copy/Prints – A Size	\$ 3.00/sheet
Paper Color Copy/Prints – B Size	\$ 5.50/sheet
Paper Plots and Printing – B Sheet	\$ 2.50/sheet
Paper Plots and Printing – C Sheet (18"x24")	\$ 3.50/sheet
Paper Plots and Printing – D Sheet (24"x36")	\$ 4.25/sheet
Paper Plots and Printing – E Sheet (30"x42")	\$ 4.75/sheet
Signed/Sealed Plots – C Sheet	\$ 4.75/sheet
Signed/Sealed Plots – D Sheet	\$ 5.25/sheet
Signed/Sealed Plots – E Sheet	\$ 5.75/sheet
Mylar Plots	\$ 6.75/sq. ft.
Color Plots – D Sheet	\$ 40.00/sheet
Color Plots – E Sheet	\$ 50.00/sheet
Exhibit Mounting – D Size	\$ 85.00/board
Exhibit Mounting – E Size	\$110.00/board
Reports (Size ¼" – ¾")	\$ 20.00 - \$30.00
Reports (Size 1" – 2")	\$ 35.00 - \$65.00
Notary Public Services	\$ 15.00
High Resolution Aerial Imagery	\$100.00/image
Digital Signatures (Initial)	\$200.00/each
Digital Signatures (Each Additional)	\$ 50.00/each
CD/DVD Preparation	\$ 30.00/each
USB – Memory Stick/Thumb Drive	\$ 40.00/each
Electronic Document Preparation	\$ 30.00 up to the first 5 sheets Plus \$5.00/sheet over 5 sheets
Digital Shapefiles	\$200.00/each
Tax Maps	\$ 35.00/sheet
FTP Site Usage	\$ 25.00/unit
Mileage	As published by the IRS
Moisture Content Determination	\$ 50.00/each
Moisture Content Determination (as additional test)	\$ 15.00/each
Modified Proctor	\$350.00/each
Washed Gradation	\$ 90.00/each
Atterberg Limits Determinations (Inorganic)	\$110.00/each
Tube Permeameter	\$200.00/each
Organic Content by Loss on Ignition	\$ 75.00/each
Concrete Cylinders (cast or retained) Sample	\$ 20.00/each
Pick up/Delivery to Laboratory	\$ 90.00/hour
Sample Storage (Beyond 60 days)	\$ 50.00/month
Nuclear Density Gauge	\$ 95.00/day

On-site inspection services by staff engineer or technician will be invoiced at full day increments for services exceeding 4 hours on site or a minimum ½ day charge for less than 4 hours on-site.

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. Dynamic Traffic, LLC	
	2 Business name/disregarded entity name, if different from above	
	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) ► P 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) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions. 1904 Main Street	Requester's name and address (optional)
	6 City, state, and ZIP code Lake Como, NJ 07719	
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.

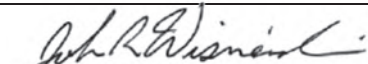
Social security number									
			-				-		
or									
Employer identification number									
4	5		-	4	4	9	8	9	1 0

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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 ► 	Date ► 5/2/2023
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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 BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: DYNAMIC TRAFFIC LLC

Trade Name:

Address: 1904 MAIN STREET
LAKE COMO, NJ 07023

Certificate Number: 1696973

Effective Date: June 07, 2012

Date of Issuance: December 06, 2022

For Office Use Only:

20221206160348239

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-2030**

DYNAMIC TRAFFIC, LLC
1904 MAIN STREET
LAKE COMO

NJ 07719



Elizabeth Maher Muoio

ELIZABETH MAHER MUOIO

State Treasurer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/18/2024

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

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

PRODUCER	Cedar Risk Management & Insurance Services Inc 349 State Hwy 31 Ste 201 Flemington, NJ 08822	CONTACT NAME: Christine Leaser PHONE (A/C, No, Ext): (908)237-1800 E-MAIL ADDRESS: cleaser@cedarrisk.com FAX (A/C, No): (908)788-2054
INSURED	Dynamic Traffic, LLC 1904 Main St Lake Como, NJ 07719-2953	INSURER(S) AFFORDING COVERAGE INSURER A: Continental Casualty Co INSURER B: National Fire Ins Co of Hartford INSURER C: The Continental Insurance Co INSURER D: The Continental Insurance Co INSURER E: Scottsdale Ins Co INSURER F:
		NAIC # 35289 20508 35289 20508 41297

COVERAGES

CERTIFICATE NUMBER: 00018318-20451847

REVISION NUMBER: 38

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:			6078692106	06/19/2024	06/19/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			6078692090	06/19/2024	06/19/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			6078692123	06/19/2024	06/19/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
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	6078692087	06/19/2024	06/19/2025	☒ 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
E	Professional Liab			JES0000096	06/19/2023	12/19/2024	Per Claim \$ 5,000,000 Aggregate \$ 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 Evidence 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

 (CXL)

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**Consulting & Municipal
ENGINEERS**

3141 Bordentown Avenue
Parlin, NJ, 08859
732.727.8000 ☎
www.cmeusa1.com 🌐

October 24, 2024

Sent Via Electronic and Regular Mail

Zayibeth Carballo, Director / Municipal Engineer
Township of West Orange
66 Main Street
West Orange, NJ 07052

**Re: *Estimate of Fees for Professional Engineering Services
Stop Control and All Way Stop Analysis at
Various Locations
Township of West Orange, Essex County, NJ***

Dear Ms. Carballo:

We are pleased to present our estimate of fees for rendering professional services for the Stop Control and All Way Stop Analysis at the various locations referenced below.

Stop Control Intersections

1. Lancaster Terrace and Manchester Road
2. Manchester Road and Westminster Terrace
3. Normandy Terrace and Manchester Road
4. Cheshire Terrace and Nottingham Road
5. Devonshire Terrace and Nottingham Road
6. Nottingham Road and Normandy Terrace
7. Westminster Terrace and Nottingham Road
8. Brook Place and Mount Pleasant Place
9. Vosseler Ct and Vosseler Terrace
10. Sylvan Place and Burnett Terrace
11. Gilbert Place and Bradford Ave
12. Devon Drive and Mountain Way
13. Mountain Way S and Mountain Way
14. Cullen Drive and Carlson Road

All Way Stop Intersections

15. Lowell Ave. And Mountain Way And Luddington Rd.

CONSULTING AND MUNICIPAL ENGINEERS LLC
NJ CERTIFICATE OF AUTHORIZATION NO. 24GA28359000
Barnegat • Berlin • Camden • Howell • Medford • Monmouth Junction • Parlin



Ms. Zayibeth Carballo
Township of West Orange
Re: Professional Engineering Services
Stop Control and All Way Stop Analysis

October 24, 2024

Page 2

16. Mississippi Ave. And Maple St.
17. Dartmouth Road and Winding Way

It is the intent of this analysis to evaluate the existing field conditions in conjunction with the Manual on Uniform Traffic Control Devices (MUTCD), Section 2B.11, Minor Road Stop Control and Section 2B.12, All-Way Stop Control guidance, in order to evaluate the viability of implementing an All-Way stop condition at this location.

We anticipate that performing the following tasks will be included in the Stop Control Analysis:

- Perform site visits and inventory existing conditions
- Collect and Evaluate AM and PM Peak Hour Vehicular, Bus, Truck, and Pedestrian Traffic Volume Data through Manual Turning Movement Counts at the Unsignalized Intersections during a mid-week weekday for 4 AM hours and 4 PM hours
- Request and review crash data for the last three years from the Township Police Department and the NJDOT's Safety Voyager
- Evaluate the field conditions and the data collected in accordance with the engineering study criteria set forth in the MUTCD Section 2B.11, Minor Road Stop Control, relative to crashes and minimum volumes
- Review the need to control left-turn conflicts at the intersection
- Review the need to control vehicle and pedestrian conflicts at the intersection
- Review available sight distance at the intersection in accordance with AASHTO standards
- Prepare a Summary Report of the MUTCD Stop Control Analysis including recommendations

Total Lump Sum Fee for Stop Control Analysis Services\$31,186.00

We anticipate that performing the following tasks will be included in the All-Way Stop Analysis:

- Perform site visits and inventory existing conditions
- Collect and Evaluate AM and PM Peak Hour Vehicular, Bus, Truck, and Pedestrian Traffic Volume Data through Manual Turning Movement Counts at the Unsignalized Intersections during a mid-week weekday for 13 hours 6am – 7pm
- Request and review crash data for the last three years from the Township Police Department and the NJDOT's Safety Voyager



**Consulting & Municipal
ENGINEERS**

Ms. Zayibeth Carballo
Township of West Orange
Re: Professional Engineering Services
Stop Control and All Way Stop Analysis

October 24, 2024

Page 3

- Evaluate the field conditions and the data collected in accordance with the engineering study criteria set forth in the MUTCD Section 2B.12, All-Way Stop Applications, relative to crashes and minimum volumes
- Review the need to control left-turn conflicts at the intersection
- Review the need to control vehicle and pedestrian conflicts at the intersection
- Review available sight distance at the intersection in accordance with AASHTO standards
- Evaluate operational characteristics of the intersection including Existing and Proposed Level of Service, Capacity and Delay Analyses using the Highway Capacity Software in accordance with the latest Highway Capacity Manual at the study intersection
- Prepare a Summary Report of the MUTCD All-Way Stop Analysis including recommendations
- Attend one meeting to review the report

Total Lump Sum Fee for All Way Stop Analysis Services\$26,600.00

Total Lump Sum Fee for Services\$57,786.00

Exceptions:

- Any work not specified as listed in the above phase shall be considered additional services and will be invoiced at the time said work is authorized by the Township.

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

Very truly yours,

CME Associates

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

TT/kec/jcw

October 25, 2024

Via Email: zcarballo@westorange.org

Zayibeth Y. Carballo
Director/Municipal Engineer
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052

RE: Proposal to Provide Professional Engineering Services for
Stop Control and All-Way Stop Analysis at Various Locations
Township of West Orange, Essex County, NJ

Dear Ms. Carballo:

This scope of services is relative to the above-referenced analyses as per the Township's RFP dated October 8, 2024.

The following tasks will be performed as a part of the traffic study:

I. STOP CONTROL ANALYSIS

- a. Field View – A field view will be performed at each of the fourteen (14) study intersection locations to observe existing road and traffic conditions. Notations of existing physical characteristics of the road system (e.g., road/lane widths, parking, speed limits and other signing, sight distances/restrictions, lighting, crash debris, etc.) will be made. Photographs (digital) of each approach will be collected as a part of the field view.

The fourteen intersections are listed as follows:

1. Lancaster Terrace and Manchester Road
2. Manchester Road and Westminster Terrace
3. Normandy Terrace and Manchester Road
4. Cheshire Terrace and Nottingham Road
5. Devonshire Terrace and Nottingham Road
6. Nottingham Road and Normandy Terrace
7. Westminster Terrace and Nottingham Road
8. Brook Place and Mount Pleasant Place
9. Vosseler Ct and Vosseler Terrace
10. Sylvan Place and Burnett Terrace
11. Gilbert Place and Bradford Ave
12. Devon Drive and Mountain Way
13. Mountain Way S and Mountain Way
14. Cullen Drive and Carlson Road

- b. Traffic Data – Classified intersection turning movement traffic counts will be collected at each of the fourteen (14) study intersection locations. Counts are needed to determine which intersection approaches have the higher traffic volumes (and thus are the predominant movements).

- Counts will extend from 7:00 to 9:00 AM and from 4:00 to 6:00 PM on a typical Tuesday, Wednesday, or Thursday.
- Count Classification:
 - Motorcycles
 - Cars & Light Goods
 - Buses
 - Single Unit Trucks
 - Articulated Trucks
 - Pedestrians & Bicycles in the crosswalk
- c. Review Crash Data – Available crash data attached to the RFP and available crash history from NJDOT's Safety Voyager system (last 3 full years of available information) will be reviewed to confirm if significant crash data is present. The review will identify trends identifying the predominant crash types at each intersection. Crashes will not be plotted or analyzed.
- d. Prepare Technical Memorandum – A Technical Memorandum will be prepared to include a discussion of each intersection. Information outlined will include:
 - Field view observations
 - Traffic counts (summarized by peak hour and graphically plotted)
 - Findings and recommendations consistent with the 2023 (11th edition) MUTCD

II. ALL WAY STOP WARRANT ANALYSIS

An All-Way STOP Warrant Analysis will be performed in accordance with the new 2023 MUTCD guidelines (11th Edition) for the three (3) intersections listed below:

- Lowell Avenue and Mountain Way and Luddington Road
- Mississippi Avenue and Maple Street
- Dartmouth Road and Winding Way

Work will include the following:

- a. Field View – A field view will be performed at each of the three (3) study intersection locations to observe existing road and traffic conditions. Notations of existing physical characteristics of the road system (e.g., road/lane widths, parking, speed limits and other signing, sight distances/restrictions, lighting, crash debris, etc.) will be made. Photographs (digital) of each approach will be collected as a part of the field view.
- b. Review Available Crash History – GPI will review recent crash history (last 3 full years of available information) obtained from the West Orange Police Department to confirm if significant crash history is present. NJ Safety Voyager will also be utilized to review crash history for most recent full three (3) years of available crash records. The review will identify trends regarding the predominant crash types at each intersection. Crashes will not be plotted or analyzed.
- c. Traffic Data – Classified intersection turning movement traffic counts will be collected at each of the three (3) study intersection locations.
 - Counts will extend from 7:00 AM to 6:00 PM on a typical Tuesday, Wednesday, or Thursday when schools are in regular session.

- Count Classification:
 - Motorcycles
 - Cars & Light Goods
 - Buses
 - Single Unit Trucks
 - Articulated Trucks
 - Pedestrians & Bicycles in the crosswalk
- d. All Way Stop Warrant Analysis – As noted on pages 78 – 79 of 1161 of the 2023 MUTCD, the following warrants will be evaluated:
 - Warrant A: Crash Experience – It is assumed that GPI will review the crash summary information for Years 2021, 2022, and 2023 collected through NJDOT's Safety Voyager database, as well as the individual crash records collected from the West Orange Police Department. Crash diagrams will not be prepared as they are not required for the Warrant Analysis.
 - Warrant B: Sight Distance – We will obtain sight distance calculations for each approach. Actual field conditions will be taken into account as on-street parking may obstruct sight distances. GPI will then apply this information to this warrant analysis.
 - Warrant C: Transition to Signal Control or Transition to Yield Control at a Circular Intersection – It is assumed that this warrant is not applicable since there are currently no arrangements being made for the installation of a traffic control signal, and this intersection is not circular in nature.
 - Warrant D: 8-Hour Volume (Vehicles, Pedestrians, Bicycles) – The traffic data as summarized in Task II.c. (above) will be utilized to perform this warrant. Charts and/or tables will be prepared as required.
 - Warrant E: Other Factors – Engineering judgement will be utilized to determine if any other conditions may exist to warrant the need for All-Way STOP traffic control at these intersections.
- e. Levels of Service (LOS) Analyses – LOS analyses will be performed for the weekday peak traffic hours (AM and PM peak traffic periods) for the three (3) intersections based on policies and guidance as contained in the Highway Capacity Manual (HCM) 7th Edition. Results of the analyses will be presented in tabular form.
- f. Technical Memorandum – A draft Technical Memorandum (Report of Findings) will first be prepared and presented to the Township that summarizes the work associated with this study. Recommendations for next steps will be included, if and as applicable. A final Technical Memorandum incorporating any comments received from the Township will then be prepared and submitted.
- g. Project Management, QA/QC, and Meeting Attendance - It is assumed that this assessment will be completed within four (4) months of notice to proceed. It is assumed that GPI will attend up to one (1) virtual meeting with the Township to review and present the results of this assessment.

NOTE: This proposal does not include the identification for the type, size, and/or location of any signs or pavement markings. This work would have to be performed as a part of a separate design project.

FEE PROPOSAL

The fee proposal associated with this technical scope of work is attached.

Zayibeth Y. Carballo
Director/Municipal Engineer

October 25, 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,

A handwritten signature in blue ink, appearing to read "Andrew Cangiano".

Andrew Cangiano, PE, CME
Director of Engineering

AC/rem

m:\proposallac\west orange\stop control & all way stop analysis 10-25-2024\proposal_stop control_all way stop analysis various loc..docx

cc: Bernard Boerchers
Erich Hizer
Janie Tubito

**Professional Engineering Services for
Stop Control and All Way Stop Analysis at Various Locations
Township of West Orange**

**FEE SUMMARY
October 25, 2024**

Activity	Task No.	Project Director	Project Manager	Engineer	Technician	Jr. Engineer	Total Hours	Total \$
Hourly Rate		\$142.33	\$107.72	\$66.22	\$56.00	\$37.80		
Field View	I.a	0	1	24	0	24	49	\$2,604.20
Traffic Data	I.b	0	2	0	40	12	54	\$2,909.04
Review Crash Data	I.c	0	4	8	0	16	28	\$1,565.44
Prepare Technical Memorandum	I.d	1	4	24	0	4	33	\$2,313.69
Field View	II.a	0	1	12	0	12	25	\$1,355.96
Review Available Crash History	II.b	0	2	6	0	16	24	\$1,217.56
Traffic Data	II.c	0	2	0	10	4	16	\$926.64
All Way Stop Warrant Analysis	II.d	0	4	24	24	36	88	\$4,724.96
Levels of Service (LOS) Analyses	II.e	0	2	4	0	8	14	\$782.72
Technical Memorandum	II.f	0	6	28	0	4	38	\$2,651.68
Project Management, QA/QC, and Meeting Attendance (1 Virtual)	II.g	3	28	8	0	4	43	\$4,124.11
Total Hours		4	56	138	74	140	412	
Total \$		\$569.32	\$6,032.32	\$9,138.36	\$4,144.00	\$5,292.00		\$25,176.00

Direct Labor	\$25,176.00
Overhead (163.41%)	\$41,140.11
Fixed Fee (10%)	\$6,631.61
Dir. Exp. (MioVision, mileage, etc.)	\$4,700.00
GPI Subtotal:	\$77,647.72
Subconsultant: (N/A)	\$0.00
Grand Total:	\$77,647.72

R E S O L U T I O N

WHEREAS, the Township of West Orange proposes Professional Civil Engineering and Land Surveying Services for the Oskar Schindler Performing Arts Center (OSPAC) and Crystal Lake Improvements; and

WHEREAS, for the OSPAC and Crystal Lake Improvements, the Township requires the services of a professional civil engineering and land surveying firm; and

WHEREAS, the Township Engineer prepared a Request for Proposals dated October 11, 2024 for these professional services; and

WHEREAS, the Township Engineer solicited a proposal from six professional civil engineering and land surveying firms; and

WHEREAS, Consulting and Municipal Engineers (CME), responded to the Request for Proposal; and

WHEREAS, CME has performed similar work for other Townships on several projects; and

WHEREAS, by letter dated October 29, 2024, the Township Engineer recommended a professional services contract be awarded to CME, 1460 Route 9 South, Howell, NJ 07731, for Professional Civil Engineering and Land Surveying Services associated with the OSPAC and Crystal Lake Improvements; and

WHEREAS, sufficient funds exist for the services outlined in the proposal of CME; 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

CME, to provide professional civil engineering and land surveying services for the OSPAC and Crystal Lake Improvements in the amount not to exceed \$160,000.00.

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: November 12, 2024

I hereby certify funds are available from:

ACCOUNT NO.
2024 Capital Budget
Account #03-2829-23-0500-010
\$160,000.00

John Ditinyak, Chief Financial Officer



TOWNSHIP OF WEST ORANGE

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

DEPARTMENT OF ENGINEERING

SUSAN McCARTNEY

Mayor

Tel./Fax: (973) 325-4160

Email: Engineering@westorange.org

ZAYIBETH CARBALLO

Director/Municipal Engineer

October 29, 2024

Mayor and Township Council
Municipal Building
66 Main Street
West Orange, New Jersey 07052

RE: **AWARD OF PROFESSIONAL SERVICES CONTRACT,
PROFESSIONAL CIVIL ENGINEERING AND LAND
SURVEYING SERVICES FOR:
OSKAR SCHINDLER PERFORMING ARTS CENTER
(OSPAC) AND CRYSTAL LAKE IMPROVEMENTS**

Mayor McCartney, Council President Rutherford, and Council Members,

On Friday, October 25, 2024 the Township received three responses to the Request for Proposal issued October 11, 2024 for Professional Civil Engineering and Land Surveying Services for Oskar Schindler Performing Arts Center (OSPAC) and Crystal Lake Improvements. An additional line item, separate from the base proposal was requested for Construction Inspection Services, if needed. This addition is shown in the table attached below.

A summary of the responses for the project is as follows:

- | | |
|--|---------------------|
| 1. Matrix New World Engineering
26 Columbia Turnpike, 2 nd Floor
Florham Park, NJ 07932 | \$134,500.00 Base** |
| 2. Consulting & Municipal Engineers
1460 Route 9 South
Howell, NJ 07731 | \$160,000.00 Base |
| 3. Greenman-Pedersen, Inc.
301 Gibraltar Drive, Suite 2A
Morris Plains, NJ 07950 | \$161,600.00 Base |

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- | | |
|--|-------------|
| 4. T&M Associates
400 Broadacres Drive, Suite 250
Bloomfield, NJ 07003 | Declined |
| 5. Suburban Consulting
3 Mountainview Road
Warren NJ 07059 | No Response |
| 6. H2M Architects + Engineers
119 Cherry Hill Road, Suite 110
Parsippany, NJ 07054 | No Response |

******Matrix New World Engineering, although the least expensive, is missing Land Surveying Services in their proposal that were outlined in the request for proposal.

<u>Vendor</u>	<u>Experience</u>	<u>Base Services</u>	<u>Const. Adm. Services</u>	<u>Added Amenities</u>	<u>Total Services</u>
Matrix New World Engineering **	Yes	\$134,500.00	\$29,050.00	\$0.00	\$163,550.00
Consulting and Municipal Engineers	Yes	\$160,000.00	\$60,000.00	\$0.00	\$220,000.00
Greenman-Pedersen, Inc.	Yes	\$161,600.00	\$114,000.00	Up to \$67,000.00	\$275,600.00

Based on my review of the proposals received, I recommend you award a Professional Services Contract to Consulting and Municipal Engineers, 1460 Routh 9 South, Howell, NJ 07731, in the amount of \$160,000.00 as the lowest responsive proposal. Attached, is a Resolution awarding Professional Services Contracts to Consulting and Municipal Engineers.

Please contact me if you have any questions. A copy of the RFP and a copy of the responses are enclosed.

Very truly yours,
Zayibeth Carballo
 Zayibeth Carballo
 Director/Municipal Engineer

ZYC/bs

cc: John Ditinyak, CFO
 James Abbott, Interim BA/Chief of Police
 Richard Trenk, ESQ
 Peter Smeraldo, Assistant BA
 Bill Kehoe, Director of Recreation
 Edwin Johnson, Assist. Director of Recreation



TOWNSHIP OF WEST ORANGE

DEPARTMENT OF ENGINEERING

25 Lakeside Avenue, West Orange, New Jersey 07052

SUSAN McCartney
MAYOR

ZAYIBETH CARBALLO
Director/Municipal Engineer

Tel: (973) 325-4160

Email: zcarballo@westorange.org

October 11, 2024

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

RE: **REQUEST FOR PROPOSALS**
OSKAR SCHINDLER PERFORMING ARTS CENTER (OSPAC)
AND CRYSTAL LAKE IMPROVEMENTS

Dear Mr. Taylor,

The Department of Engineering for the Township of West Orange requests proposals from firms providing both Civil Engineering and Land Surveying Services, which are capable of preparing the necessary permitting applications, concept plan, preliminary and construction plans, specifications and bid documents for improvements at OSPAC and Crystal Lake. Township intends to improve OSPAC and Crystal Lake by creating additional amenities to better utilize the area around it. The project construction cost will be partially funded by the American Rescue Plan (ARPA) for which the funds will need to be expended by December 2025. As a result, the project schedule must be on an expediated process to meet the anticipated date.

The Township envisions the improvements to OSPAC consisting of furnishing and installing a sound system for the amphitheater including the installation of ADA accessible bleachers on concrete pads. Crystal Lake improvements will consist of the reconstruction of approximately 0.5 miles of stone dust and/or HMA pathway around the lake between 6 ft. to 8 ft. wide including the installation of decorative pathway LED lighting, electronic entrance LED sign, benches, and trash receptacles. Other possible amenities might include the construction of a fishing pier and floating dock, paddle boats and canoes launch area, prefab pedestrian bridge, the construction of a small shoreline with outdoor showers, seating area pavilion, a playground, and a concession stand.

The project might also include retrofitting certain storm drain inlets along drains in the vicinity of the lake to meet standards outlined in the Stormwater Management rules. The retrofitting focuses on solids and floatable control to help reduce the amounts of pollutants that may enter the stormwater system that impact receiving waters.

Crystal Lake is a spring-fed lake and the headwater to the Rahway River and a passive park facility that is underutilized by West Orange residents. According to FEMA's Flood Insurance Rate Map (FIRM) Map # 34013C0111F with an effective date of June 4, 2007, Crystal Lake is within Zone A flood hazard area. Please see attached FIRM map and Stream Stat for drainage area to the Crystal Lake.

ANTICIPATED EXPEDIATED PROJECT SCHEDULE

Project Tasks	Anticipated Start/Completion Dates
Funding Recommendations	October 2024
Develop and Issue RFP	Mid-October 2024
Award Concept Phase/Design & Permitting Engineering Services	November 2024
NJDEP Pre-Application Meeting	December 2024-January 2025
NJDEP Permitting Submission Package	February 2025 to July 2025
Hudson-Essex-Passaic SCD Permit	
Execute Grant Agreement	January 2025 to June 2025
Finalize Project Design & Specifications	July 2025
Award Construction Contract	August 2025
Construction Phase	September 2025 to November 2025
Grant Closeout	December 2025

*The timetable above is tentative and based upon the anticipated date for execution of grant agreement and obtaining NJDEP permitting within 6 months of submitting permit application.

The following professional services are required for the proposed recreational improvements:

LAND SURVEYING SERVICES:

- A. Preparation of a Base Map utilizing aerial orthographic photographs with field data to supplement planimetric features such as tax map data to be provided by the Township in CAD for the preparation of Concept Plans;
- B. Boundary and Topographic Survey for OSPAC and Crystal Lake for the preparation

- of permitting and construction plans;
- C. Map the location of wetlands, buffers, riparian zones, limits of the 100-Year Flood Hazard Area (FHA) and top of bank location as per Professional Wetlands Scientist and Engineer;
- D. Location of tree canopy around the lake needs to be established;
- E. Sufficient topographic information is to be provided for the design of proposed curb ramps and ADA accessible areas;
- F. 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);
- G. Establish water surface elevation of Crystal Lake;
- H. Benchmark(s) to be set on site for future use;
- I. Existing conditions/Survey Control plan;
- J. Coordinate utility mark-outs;

As part of the deliverables, an electronic AutoCAD file of the Boundary and Topographic Survey is to be provided to the Department of Engineering.

CIVIL ENGINEERING SERVICES:

I. CONCEPT PHASE & NJDEP PRE-APPLICATION MEETING

- A. Concept Plans for the overall proposed improvements
- A. Develop two (2) color renderings;
- B. Preparation of NJDEP Pre-Application Package for application meeting request; (See attached checklist)
- C. Confirm and establish Drainage Area for this project as to whether or not is greater than 50 acres to establish whether or not it has a regulated floodplain;
- D. Establish the still water surface elevation for Crystal Lake to determine;
- E. Wetlands delineation, buffers and riparian zones;
- F. Attend Pre-Application meeting and draft meeting notes;
- G. Provide design recommendations to the Township based on NJDEP's feedback, regulatory challenges, design conflicts and project feasibility;
- H. Determine/discuss the appropriate improvements in conjunction with Township and its representatives for the best course of action to facilitate the project goals.

II. NJDEP PERMITTING SUBMISSION PACKAGE

Preparation of NJDEP Permitting Package following the feedback obtained from Civil Engineering Services Task I. It is anticipated that the following permits will be required:

- Prepare and submit a complete NJDEP application requirement under the Freshwater Wetlands Protection Act Rules N.J.A.C. 7:7A since it is probable that FWW exist within the vicinity of the project. Some general permits include but not limited to are as needed, minor outfalls and intake structures (GP 11), Trails and Boardwalks (GP 17) Docks and piers (GP 19), bank stabilization (GP 20), above ground utility lines (GP 21), and minor

channel or stream cleaning for government agencies (GP 25) will probably be needed for the construction of proposed improvements;

- The desired improvements are anticipated to be proposed within Crystal Lake a tributary to the Rahway River (classified as Category One water) and Flood Hazard Area and the 300 foot wide Riparian Zone extending from the top of bank of the stream. Prepare and submit NJDEP Flood Hazard Area (FHA) in accordance with the FHA Control Act Rules N.J.A.C. 7:13;
- Permit by Rules to facilitate the construction of the proposed improvements;
- Stormwater Management design and site drainage improvements to address major development requirements in accordance with N.J.A.C. 7:8.

NJDEP Regulatory permit fees are to be provided by the Township at the time of the application.

III. HUDSON-ESSEX-PASSAIC SOIL CONSERVATION DISTRICT (SCD)

It is anticipated that Certification by the Hudson-Essex-Passaic SCD will be required due to the limits of disturbance. Consultant will prepare and submit the following items in support of the SCD application:

- SCD application form;
- Soil Erosion and Sediment Control Plans in accordance with “Standards” pursuant to N.J.S.A. 4:24-39 and N.J.A.C. 2:90-1.1;
- Engineering Drainage Report;
- Complete set of Constructions Plan;
- Revisions as requested from the SCD within the 60-day review & approval period; and
- Request for NJDEP Stormwater General Permit Authorization (RFA) to discharge stormwater from a construction site.

The SCD certification, inspection, and administrative fee and RFA is to be provided by the Township at the time of the applications.

IV. FINAL DESIGN OF CONSTRUCTION PLANS

- A. Final Design to incorporate permits and contract items;
- B. Preliminary Plans and Cost Estimate are to be submitted for final review and approval;
- C. Plan Set to include but not limited to Cover Sheet with location map, General and Construction Notes with legends, Existing Conditions/Survey Plan, Control Plan, Demolition Plan, Construction Plan, Grading Plan and Earthwork Summary, Utility Plan including profiles, Landscaping Plan, Soil Erosion and Sediment Control Plan and Details, Traffic Control and Detour Plans and Construction Details;
- D. Include four (4) meetings with the Township Officials for Kickoff, Preliminary Design, Public Presentation and Final Design;

V. BID PHASE

- A. Bid Package that includes bid set of plans and construction specifications in accordance with public bidding laws;
- B. Provide 20 sets of plans and specifications;
- C. Respond to Request for Information (RFI) during the bid period;
- D. Issuance of Addenda(s) to the Qualified Purchasing Agent;
- E. Bidding documents (plans and specifications) deliverables to the Township via AutoCAD, hard copy and PDF files.

VI. CONSTRUCTION ADMINISTRATION SERVICES

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

Tax map with OSPAC and Crystal Lake site delineated, FIRM map, StreamStats Report, NDJEP Pre-Application Checklist, and photos showing project area are enclosed.

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

It is the intent of this office is to award a construction contract in August 2025 and to construct improvements in the Fall 2025. Proposals shall be submitted in writing via email and/or hard copy on or before **10:00 A.M. Friday, October 25, 2024** to the Department Engineering, 25 Lakeside Avenue, West Orange, NJ 07052 and shall include a specified completion date or number of days required for completion of the work after approval is granted to proceed. Also, evidence of proper insurance shall be submitted for approval by the Township Attorney.

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

Very Truly yours,

Zayibeth Carballo

Zayibeth Carballo, Municipal Engineer
Director of Engineering

ZYC

NOTES TO USERS

This map is for use in administering the National Flood Insurance Program. It does not necessarily identify all areas subject to flooding, particularly from local drainage sources of small size. The community map repository should be consulted for possible updated or additional flood hazard information.

To obtain more detailed information in areas where **Base Flood Elevation** (BFE) and/or **floodways** have been determined, users are encouraged to consult the Flood Profiles and Floodway Data tables contained within the Flood Insurance Study (FIS) report that accompanies this FIRM. Users should be aware that BFEs shown on the FIRM represent rounded whole-foot elevations. These BFEs are intended for flood insurance rating purposes only and should not be used as the sole source of flood elevation information. Accordingly, flood elevation data presented in the FIS should be utilized in conjunction with the FIRM for purposes of construction and/or floodplain management.

Coastal Base Flood Elevation (CBFE) shown on this map apply only landward of 0.0' North American Vertical Datum (NAVD). Users of this FIRM should be aware that coastal flood elevations may also be provided in the Summary of Stillwater Elevations table in the Flood Insurance Study report for this community. Elevations shown in the Summary of Stillwater Elevations table should be used for construction, and/or floodplain management purposes when they are higher than the elevations shown on this FIRM.

Boundaries of the **floodways** were computed at cross sections and interpolated between cross sections. The floodways were based on hydraulic considerations with regard to requirements of the National Flood Insurance Program. Floodway widths and other pertinent floodway data are provided in the Flood Insurance Study report for this jurisdiction.

Certain areas not in Special Flood Hazard Areas may be protected by **flood control structures**. Refer to Section 2.4 "Flood Protection Measures" of the Flood Insurance Study report for information on flood control structures in this jurisdiction.

The **projection** used in the preparation of this map is Universal Transverse Mercator (UTM) zone 18. The **horizontal datum** is NAD83, GRS1980 spheroid. Differences in datum, spheroid, projection or UTM zones used in the production of FIRMs for adjacent jurisdictions may result in slight positional differences in map features across jurisdiction boundaries. These differences do not affect the accuracy of the FIRM.

Flood elevations on this map are referenced to the North American Vertical Datum of 1988. These flood elevations must be compared to structure and ground elevations referenced to the same **vertical datum**. For information regarding conversion between the National Geodetic Vertical Datum of 1929 and the North American Vertical Datum of 1988, visit the National Geodetic Survey website at www.ngs.noaa.gov or contact the National Geodetic Survey at the following address:

Spatial Reference System Division
National Geodetic Survey, NOAA
Silver Spring Metro Center
1315 East-West Highway
Silver Spring, Maryland 20910
(301) 713-3242

To obtain current elevation, description, and/or location information for **bench marks** shown on this map, please contact the Information Services Branch of the National Geodetic Survey at (301) 713-3242, or visit their website at www.ngs.noaa.gov.

Base map information shown on this FIRM was provided in digital format by the New Jersey Office of Information Technology produced in State Plane NAD83 Coordinates (US Survey) with 1 foot pixel resolution and a scale of 1:2400 from photography captured during February-April 2002.

Corporate limits shown on this map are based on the best data available at the time of publication. Because changes due to annexations or de-annexations may have occurred after this map was published, map users should contact appropriate community officials to verify current corporate limit locations.

Please refer to the separately printed **Map Index** for an overview map of the county showing the layout of map panels; community map repository addresses; and a Listing of Communities table containing National Flood Insurance Program dates for each community as well as a listing of the panels on which each community is located.

An accompanying Flood Insurance Study report, Letters of Map Revision or Letters of Map Amendment revising portions of this panel, and digital versions of this PANEL may be available. Contact the FEMA Map Service Center at the following phone numbers and Internet address for information on all related products available from FEMA;

Phone: 800-358-9616
FAX: 800-358-9620
www.fema.gov/msc

If you have **questions about this map** or **questions concerning the National Flood Insurance Program** in general, please call 1-877-FEMA-MAP (1-877-338-2627) or visit the FEMA website at www.fema.gov.

This map reflects more detailed and up-to-date stream channel configurations than those shown on the previous FIRM for this jurisdiction. The floodplains and floodways that were transferred from the previous FIRM may have been adjusted to conform to these new stream channel configurations. As a result, the Flood Profiles and Floodway Data tables in the Flood Insurance Study report may reflect stream channel distances that differ from what is shown on this map.



LEGEND

SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD EVENT

The 1% annual chance flood (100-year flood), also known as the base flood, is the flood that has a 1% chance of being equalled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Areas of Special Flood Hazard include Zones A, AE, AH, AO, AR, A99, V, and VE. The Base Flood Elevation is the water surface elevation of the 1% annual chance flood.

- ZONE A** No base flood elevations determined.
- ZONE AE** Base flood elevations determined.
- ZONE AH** Flood depths of 1 to 3 feet (usually areas of ponding); base flood elevations determined.
- ZONE AO** Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined. For areas of alluvial fan flooding, velocities also determined.
- ZONE AR** Area of special flood hazard formerly protected from the 1% annual chance flood event by a flood control system that was subsequently deteriorated. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood event.
- ZONE A99** Area to be protected from 1% annual chance flood event by a Federal flood protection system under construction; no base flood elevations determined.
- ZONE V** Coastal flood zone with velocity hazard (wave action); no base flood elevations determined.
- ZONE VE** Coastal flood zone with velocity hazard (wave action); base flood elevations determined.

FLOODWAY AREAS IN ZONE AE

The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.

OTHER FLOOD AREAS

ZONE X Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.

OTHER AREAS

ZONE X Areas determined to be outside the 0.2% annual chance floodplains.

ZONE D Areas in which flood hazards are undetermined, but possible.

COASTAL BARRIER RESOURCES SYSTEM (CBRS) AREAS

OTHERWISE PROTECTED AREAS (OPAs)

CBRS areas and OPAs are normally located within or adjacent to Special Flood Hazard Areas.

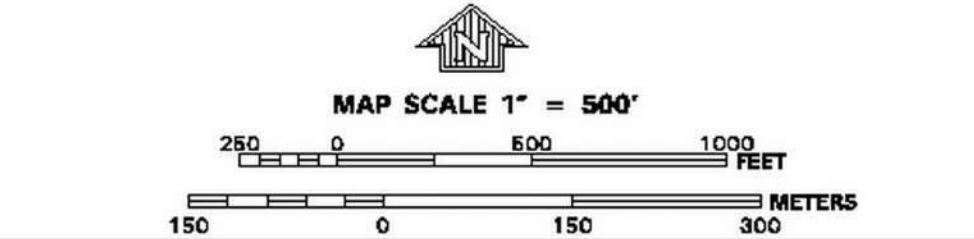
- 1% annual chance floodplain boundary
- 0.2% annual chance floodplain boundary
- Floodway boundary
- Zone D boundary
- CBRS and OPA boundary
- Boundary dividing Special Flood Hazard Areas of different Base Flood Elevations, flood depths or velocities.
- Base Flood Elevation line and value; elevation in feet*
- Base Flood Elevation value where uniform within zone; elevation in feet*

*Referenced to the North American Vertical Datum of 1988

- Cross Section Line**
- Transect Line**
- Geographic coordinate referenced to the North American Datum of 1983 (NAD 83)
- 1000-meter Universal Transverse Mercator grid values, zone 18
- 6000-foot grid ticks
- Bench mark (see explanation in Notes to Users section of this FIRM panel).
- River Mile

MAP REPOSITORY
Refer to Repository Listing on Index Map
EFFECTIVE DATE OF COUNTYWIDE FLOOD INSURANCE RATE MAP
JUNE 4, 2007
EFFECTIVE DATE(S) OF REVISION(S) TO THIS PANEL

For community map revision history prior to countywide mapping, refer to the Community Map History table located in the Flood Insurance Study report for this jurisdiction.
To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at (800) 638-6622.



PANEL 0111F

FIRM
FLOOD INSURANCE RATE MAP
ESSEX COUNTY,
NEW JERSEY
(ALL JURISDICTIONS)

PANEL 111 OF 200
(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
MONTCLAIR TOWNSHIP OF	340185	0111	F
WEST ORANGE TOWNSHIP OF	340186	0111	F
ORANGE CITY OF	340187	0111	F
EAST ORANGE, CITY OF	340188	0111	F

Notice to User: The Map Number shown below should be used when ordering map copies. The Community Number shown above should be used on insurance applications for the subject community.

MAP NUMBER
34013CD111F

EFFECTIVE DATE:
JUNE 4, 2007

Federal Emergency Management Agency

PRE-APPLICATION REQUEST SUBMITTALS

It is recommended that every request for a pre-application meeting include the items listed below. Please note that each Rule implemented by the Division of Land Use Regulation has specific requirements for pre-application meetings. Therefore, any pre-application meeting request that includes items as noted in the applicable rule will also be accepted.

- 1) A complete written description of the project and all proposed activities (the State Plane coordinates for the site should be included in this document).
- 2) A written meeting agenda with goals and objectives.
- 3) One copy of a USGS quad map with the site clearly outlined to scale.
- 4) One copy of the municipal tax map with the site clearly outlined to scale.
- 5) One color copy of an aerial photograph of the site.
- 6) One copy of the appropriate United States Soil Conservation Service map(s) with the site clearly outlined to scale.
- 7) One copy of each previous approval received from the Department concerning the site, if such approvals exist.
- 8) One set of color photographs depicting the entire project area, mounted on 8.5" x 11" paper and accompanied by a map showing the location and direction from which each photograph was taken.
- 9) One set of drawings depicting the proposed project.

Special Notes

- 1) If applicable, the potential applicant shall also include a copy of any floodplain mapping such as a Department flood hazard area map or FEMA flood insurance map with the site clearly outlined to scale.

This package should be directly mailed to:

Regular Mail

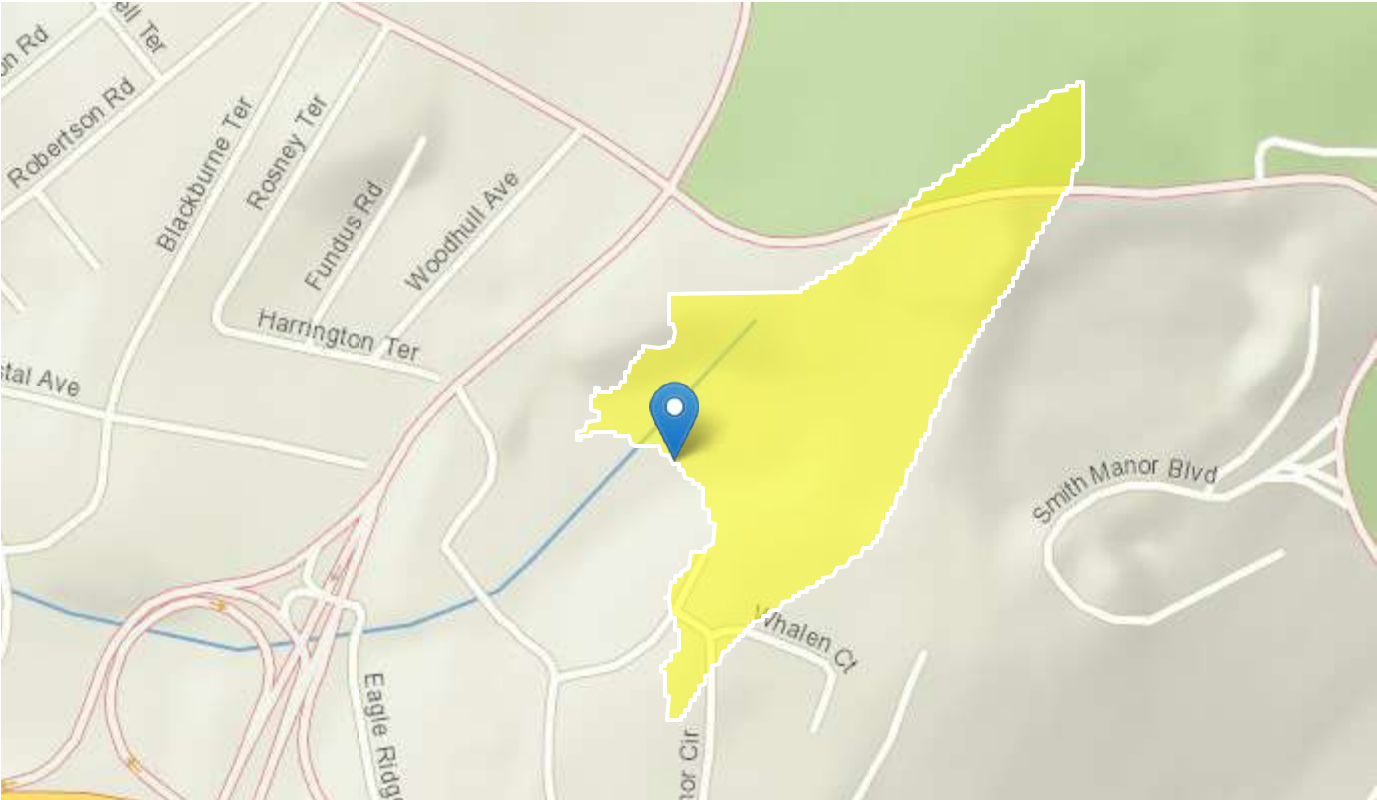
NJ Department of Environmental Protection
Division of Land Use Regulation
Mail Code 501-02A; PO Box 420
Trenton, NJ 08625-0420

UPS or FedEx

NJDEP-Division of Land Use Regulation
5 Station Plaza
501 East State Street, Second Floor
Trenton, NJ 08609

StreamStats Report

Region ID: NJ
Workspace ID: NJ20241011192707378000
Clicked Point (Latitude, Longitude): 40.80073, -74.24771
Time: 2024-10-11 15:27:43 -0400



 Collapse All

➤ Basin Characteristics

Parameter Code	Parameter Description	Value	Unit
CSL10_85	Change in elevation divided by length between points 10 and 85 percent of distance along main channel to basin divide - main channel method not known	89.8	feet per mi
DRNAREA	Area that drains to a point on a stream	0.035	square miles
POPDENS	Basin Population Density	2840	persons per square mile

Parameter**Code****Parameter Description****Value****Unit**

STORAGE

Percentage of area of storage (lakes ponds reservoirs wetlands)

13.9

percent

> Peak-Flow Statistics**Peak-Flow Statistics Parameters [Peak Glaciated Piedmont Region 2009 5167]****Parameter****Code****Parameter Name****Value****Units****Min****Limit****Max****Limit**

DRNAREA

Drainage Area

0.035

square miles

1.27

56.4

STORAGE

Percent Storage

13.9

percent

0.62

11.6

CSL10_85

Stream Slope 10 and 85 Method

89.8

feet per mi

9.37

176

POPDENS

Basin Population Density

2840

persons per square mile

645

13492

Peak-Flow Statistics Disclaimers [Peak Glaciated Piedmont Region 2009 5167]

One or more of the parameters is outside the suggested range. Estimates were extrapolated with unknown errors.

Peak-Flow Statistics Flow Report [Peak Glaciated Piedmont Region 2009 5167]**Statistic****Value****Unit**

50-percent AEP flood

12.1

ft³/s

20-percent AEP flood

19.1

ft³/s

10-percent AEP flood

24.1

ft³/s

4-percent AEP flood

30.7

ft³/s

2-percent AEP flood

35.8

ft³/s

1-percent AEP flood

40.9

ft³/s

0.2-percent AEP flood

53.2

ft³/s*Peak-Flow Statistics Citations*

Watson, K.M.,and Schopp, R.D.,2009, Methodology for estimation of flood magnitude and frequency for New Jersey streams, U.S. Geological Survey Scientific Investigations Report 2009-5167, 51 p. (<http://pubs.usgs.gov/sir/2009/5167/>)

USGS Data Disclaimer: Unless otherwise stated, all data, metadata and related materials are considered to satisfy the quality standards relative to the purpose for which the data were collected. Although these data and associated metadata have been reviewed for accuracy and completeness and approved for release by the U.S. Geological Survey (USGS), no warranty expressed or implied is made regarding the display or utility of the data for other purposes, nor on all computer systems, nor shall the act of distribution constitute any such warranty.

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USGS Product Names Disclaimer: Any use of trade, firm, or product names is for descriptive purposes only and does not imply endorsement by the U.S. Government.

Application Version: 4.24.0

StreamStats Services Version: 1.2.22

NSS Services Version: 2.2.1

CRYSTAL LAKE



CRYSTAL LAKE



OUTFALL FLARE END SECTION FOR LAKE BY PEDESTRIAN BRIDGE

CRYSTAL LAKE



OUTFALL FLARE END SECTION FOR LAKE BY PEDESTRIAN BRIDGE

CRYSTAL LAKE



WOODEN PEDESTRIAN BRIDGE

CRYSTAL LAKE



CRYSTAL LAKE



STONE DUST PATH

CRYSTAL LAKE



CRYSTAL LAKE



CRYSTAL LAKE



CRYSTAL LAKE



CRYSTAL LAKE



STONE DUST PATH & LAKE

CRYSTAL LAKE



STONE DUST PATH AND PAVERS AREA BY LAKE

Brandon Santos

From: Zayibeth Carballo
Sent: Tuesday, October 22, 2024 9:22 AM
To: Taylor, Trevor
Cc: gvalesi@cmeusa1.com; Hess, John; Brandon Santos; Glenn McCarthy
Subject: RE: RFP-WEST ORANGE OSPAC & CRYSTAL LAKE IMPROVEMENTS

Importance: High

Below please find questions and answer to the RFP:

A. Regarding the OSPAC work

1. I can't make out the amphitheater from Google Earth. Do you have a sound system picked out so we can understand the extent/intent? Is it an amplifier and a pair of speakers that sit on the stage or is it an amplifier, multiple speaker banks and a sound board to control sound quality? Hard wired or wireless? Is there power already at the amphitheater? **OSPAC already has the sound system and for what I had gather from the Recreation Director all they need is a pair of speaker up on the stage.**
2. How many bleachers and where? Is there an accessible route to the bleacher locations or will that need to be created as part of the scope? **According to the Recreation Director, they are actually looking for stadium seats and approximately 3 rows for people to seat in front of the stage. An accessible route will need to be created.**
3. Are the pathway lights for the full 0.5 mile pathway? Yes. Have they been picked out yet? **No. Where will power for the path lights be coming from. I will assume a power source will be needed or from a utility pole nearby.**
4. Is the entrance sign is something like the one I did at Little Falls (See attached)? If not, please clarify. Where will power come from? **Maybe. I'm not sure.**

B. Regarding "Other Possible Amenities"

1. How is the fee to be presented for this work? Show it be as an alternate so is can be easily added to or removed from the scope? **I would recommend presenting the fee for each section and breaking it down so that It can easily be removed or added in the future.**
2. Not sure what you mean by "...the construction of a small shoreline with outdoor showers"? **Beach sand and outdoor shower area.**
3. Regarding the outdoor showers, where will they go and how will water/sanitary services be provided? **Utilities will need to be provided from NJAW and PSE&G for electric and gas.**
4. What is the scope of the seating pavilion area? Basically, what kind of seating capacity are you looking for? Is the area already graded flat? **The pavilion area will have to be picked but according to Recreation Director; he was thinking of picnic tables.**
5. Regarding the playground, do you have an equipment list? **We do not have an equipment list yet.** Have you checked equipment lead time on the equipment? **No.** I was looking into playground equipment a couple years

ago and I seem to remember the lead time being 10-12 weeks. That was closer to the end of Covid so things may have improved. **Not sure.**

6. Regarding the concession stand, they can range from a pre-fab wooden shed with coolers for drinks and pre-packaged snacks to a masonry building with a commercial kitchen. Can you provide a little more of a description? **Recreation Director not sure of permanent concession stand. We're more incline for a food truck area.**

C. Regarding "Retrofitting Storm Drains"

1. This sounds like swapping out inlet frames and grates. Is there something else that you have in mind? Things like Manufactured Treatment Devices for water quality come to mind. **I was thinking of changing grates, cleaning swales and maybe MTD's if need it by NJDEP.**



Zayibeth Carballo, PE,PLS,PP,CME,CFM,CFS

Director, Municipal Engineer
Department of Engineering
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052
Phone/Fax: (973) 325-4165
zcarballo@westorange.org
www.westorange.org



Please consider the environment before you print this email
[America, Land of the Free, Because of the Brave!](#)

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From: Zayibeth Carballo

Sent: Friday, October 11, 2024 6:40 PM

To: Taylor, Trevor <trevort@cmeusa1.com>

Cc: gvalesi@cmeusa1.com; Hess, John <jhess@cmeusa1.com>; Brandon Santos <bsantos@westorange.org>; Glenn McCarthy <GMcCarthy@westorange.org>

Subject: RFP-WEST ORANGE OSPAC & CRYSTAL LAKE IMPROVEMENTS

Good evening Trevor,

Attached please find RFP for Professional Services.

Please response that you have receive request and don't hesitate to contact us if you have any questions



Zayibeth Carballo, PE,PLS,PP,CME,CFM,CFS

Director, Municipal Engineer

Department of Engineering

Township of West Orange

25 Lakeside Avenue

West Orange, NJ 07052

Phone/Fax: (973) 325-4165

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www.westorange.org



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MATRIX**NEW**WORLD

Engineering Progress



OSKAR SCHINDLER PERFORMING ARTS CENTER AND CRYSTAL LAKE IMPROVEMENTS

SUBMITTED TO

**Township of West Orange
Department of Engineering**
66 Main Street
West Orange, NJ 07052
Attention: Zayibeth Carballo

SUBMITTED BY

**Matrix New World Engineering, Land Surveying
and Landscape Architecture, PC**
26 Columbia Turnpike, 2nd Floor
Florham Park, NJ 07932
P: 973.240.1800 F: 973.240.1818

SUBMITTED DATE

October 25, 2024



October 25, 2024

Zayibeth Carballo, Municipal Engineer
Director of Engineering
Township of West Orange
66 Main Street
West Orange, NJ 07052

**Re: REQUEST FOR PROPOSAL FOR OSKAR SCHINDLER PERFORMING ARTS CENTER (OSPAC)
AND CRYSTAL LAKE IMPROVEMENTS**

Dear members of the selection committee:

The OSPAC and Crystal Lake Improvements contract demands a collaborative team with diverse expertise. We have assembled local experts with extensive engineering and consulting experience tailored for public clients. To succeed, the consultant team must be agile in addressing unforeseen conditions and work closely with the Township to deliver safe, detailed, and compliant solutions.

Matrix New World Engineering, Land Surveying and Landscape Architecture, PC (Matrix) is a 30-year-old full-service firm providing civil, environmental, environmental, geotechnical, marine, and structural engineering services; hazardous materials services; survey consulting; and landscape architecture expertise. As one of the largest engineering firms in the state, Matrix has long been recognized as a *leader in civil engineering and surveying services*. The firm brings extensive experience, capability, and knowledge to West Orange's ever-evolving engineering challenges. Matrix takes a proactive approach in partnering with clients to ensure compliance, mitigate liability, overcome engineering obstacles, enhance infrastructure, and foster a collaborative environment that leads to the most effective solutions for the end user. This proposal presents our team, our deep history of experience delivering civil engineering and surveying services, and our approach to working collaboratively with the Township to deliver the support required. The Matrix team is the right team because of the following key factors:

- **Experience:** With over **25 years of experience with New Jersey public entities**, Matrix is extremely knowledgeable in providing professional services to and advising these types of clients. Our firm and staff are well versed in waterfront projects as well as various improvement developments.
- **Management:** Our management approach allows us to **provide our services in very economical fashion** and the team we have assembled will be able to accelerate project delivery while lowering costs.
- **Location:** We are conveniently **located in Florham Park, only 10 minutes** from the Township, making us capable of responding to any emergent matters in a quick and efficient manner.

Thank you for the opportunity to submit this proposal. Since we have already been prequalified, we have opted to withhold general marketing materials. If you require any additional information or have questions about our experience, please don't hesitate to reach out to me directly at (973) 585-5266 or via email at pscott@mnwe.com.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Phill Scott".

Phill Scott, PE
Project Manager

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SECTION 1 – TECHNICAL PROPOSAL

PROJECT UNDERSTANDING & APPROACH, SCOPE OF SERVICES, AND FEES

PROJECT UNDERSTANDING & APPROACH

Matrix New World Engineering, Land Surveying and Landscape Architecture, PC (Matrix) has successfully executed and delivered on multiple concurrent large-scale and complex contracts for public agencies (Federal, State, and County), private corporations, architects, engineering firms, and commercial and residential developers.

By providing full-service engineering and landscape architectural services that range from preliminary site assessment and investigation to conceptual layout and design to development of detailed site drawings and construction specifications, Matrix combines architectural design skills with the scientific principles of engineering and the broad development knowledge of urban planning to develop aesthetic and practical relationships with the land.

Client satisfaction is always our main goal and thus we ensure that staff availability and qualifications are never a compromise. A primary contact and project manager will provide a direct link between Matrix personnel and the Township of West Orange (Township) for consistent direction and collaboration, but the entirety of Matrix's staff and management are available when needed or warranted.

Our current workload is steady yet flexible. We prefer to maintain control over our growth and make sure we are never over- or under-staffed. We presently have sufficient capacity to give the Township our undivided attention to meet project goals and deadlines, and we do not anticipate any change to this for the duration of the project. We also plan to utilize the same managers and staff throughout the project to ensure consistency. Matrix acknowledges the schedule that was outlined in the RFP. We will make every effort to meet the schedule and notify the Township if we anticipate any deviations from the schedule.

It is our understanding that the Township wishes to improve the area around Crystal Lake and provide some upgrades to the Oskar Schindler Performing Arts Center (OSPAC) space.

The elements that may be incorporated into the design are as follows:

Crystal Lake

- Reconstruct/repair the approximately half mile walking path around the perimeter of the lake
- Provide lighting for the walking path. Due to the shallow bedrock visible at the site, we recommend providing low voltage lighting (bollard type) for the walkway to limit the amount of excavation that would be required.
- Provide additional site benches and trash receptacle along the walking path.
- Locate a small, prefabricated shade structure with seating. We recommend this is located at the paver plaza area to take advantage of the views across the lake.
- Locate and design a floating dock that could be used for fishing and boating on the lake. The dock should be located at the paver plaza area. A small concrete wall already exists at the edge of the lake in this area.
- Replacement of the small pedestrian bridge. This could be potentially eliminated by routing pedestrians to the sidewalk along Boland Drive.

Oskar Schindler Performing Arts Center

- Design and placement of speakers for the existing sound system.
- Provide an LED type entrance sign. It is our understanding that the Township will select a sign that our team will locate and provide power to.
- Provide for barrier free seating areas for the outdoor amphitheater space.
- Recommend an area for the location of a food truck.
- Design a small playground area if possible.

SCOPE OF SERVICES

The scope of services is described in detail below:

PHASE 1 - FIELD INVESTIGATION/RECONNAISSANCE

ITEM 1: KICK OFF MEETING AND EXISTING CONDITIONS

Matrix will attend a kick-off meeting with the Township to discuss the goals for the park and gather readily available information about the park from the Township. This will include an initial discussion on the type and number of facilities and the construction budget for potential park improvements. This will also be the time to discuss potential areas of concern and specific areas in need of review prior to visiting the site.

As part of this item, Matrix will review the available information to fully understand the conditions as they are today, which will set the foundation for the creation of the concept plan for the park. In addition, Matrix staff will visit the site to evaluate any areas of concern brought to our attention by the Township and to assess the overall condition of the park space.

Matrix will attend up to two (2) meetings as part of this task.

FIXED FEE: \$2,500.00

ITEM 2: WETLANDS DELINEATION

Matrix will perform a field delineation to establish the jurisdictional limits of existing wetlands and open waters on the project site. The delineation will be conducted consistent with the *1989 Federal Manual for Identifying and Delineating Jurisdictional Wetlands* which is the methodology required pursuant to the Freshwater Wetlands Protection Act Rules (NJAC 7:7A). The wetland boundary will be marked with numbered flagging placed at 50- to 75-foot intervals. We will also record soil, hydrologic, and vegetation data at intervals along the wetland boundary and take photographs at representative locations.

FIXED FEE: \$7,000.00

ITEM 3: SURVEYING SERVICES

Matrix understands the area required to provide land surveying services in support of the above referenced project and as shown in Fig.1 below to be as described as follows.



Fig.1 Approximate Survey Area

Topographic Survey

Matrix will schedule on-site work with the project manager from your office who will work directly with facility management. Matrix will need full access to the property with parking available for their vehicles if convenient public parking is unavailable.

- Matrix will prepare a Base Map utilizing aerial orthographic photographs downloaded from an on-line source with field data to supplement planimetric features plus tax map parcel data to be provided by the Township in CAD for the preparation of Concept Plans;
- Matrix will provide a Boundary and Topographic for OSPAC and Crystal Lake for the preparation of permitting and construction plans;
- Matrix will at a minimum map the location of wetlands, buffers, riparian zones, limits of the 100-Year Flood Hazard Area (FHA) and top of bank location as per Professional Wetlands Scientist and Engineer;
- Location of tree canopy around the lake will be established during survey field operations;

- Sufficient topographic information will be provided for the design of proposed curb ramps and ADA accessible areas;
- Matrix will 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), utilizing GNSS static methods and closed loop traverses;
- Benchmark(s) to be set on site for future use;
- Matrix will establish the water surface elevation of Crystal Lake.
- Matrix will provide an Existing Conditions/Survey Control plan;
- As determined in consultation with the Project Engineer and the Township of West Orange as needed, Matrix will coordinate utility mark-outs

Matrix will map all surface features including all existing elevations, high and low points, contour lines at 1-ft-intervals, elevations and street grades, utility casting, manholes, fire hydrants, catch basins and invert elevations of catch basins, pipes and drainage structures (e.g., size, material, type, rim/grate elevation, and invert elevations at the inlet and outlet), existing site furniture (including but not limited to fences, sign poles, benches, tables, light and utility poles, etc.), tree centerline, diameter and breast height (DBH) and drip line locations of trees 6" DBH and above, tree stump centerlines and diameters, tree pit extents, driveways, curb cuts, crosswalks, ramps, stairwells, existing buildings and structures.

Matrix will utilize conventional land survey, plus possible combinations of 3D laser scanning and SLAM LiDAR technologies to perform this survey. Conventional survey equipment will also be used for establishing survey control and collecting topography in shadow areas not included in the 3D laser scan. Matrix will use Leica GNSS equipment to establish benchmarks and horizontal survey control on site.

Matrix will map underground utilities, engaging the services of a subsurface utility provider (GPR) is excluded, to obtain Level B SUE survey per ASCE Standard Guideline for the Collection and Depiction of Existing Subsurface Utility data in areas designated by the Project Engineer. Matrix will also depict Water and Sewer mapping on the survey.

Exclusions and assumptions made for this proposal:

- The Client will provide Matrix with the existing topographic, property boundary, and utility mapping or information if pertinent to the project.
- It will be the responsibility of the Client to provide and coordinate the scheduled access to the site for Matrix staff as needed.
- Matrix will provide deliverables as specified in the RFP. Matrix will provide all electronic copies in Civil3D AutoCAD 2024 format (or other AutoCAD version if required).
- Soft-Dig is not included in this proposal.
- Construction stakeout/layout is not included in this proposal.
- The proposal does not include TV scanning of the storm and sanitary lines.
- The proposal does not include cleaning of the storm/sanitary lines.
- The proposal does not include a designated tree survey.
- The proposal does not include wetland delineation services under the survey task.
- Matrix will locate wetland delineation markers set by others.

“Service delays associated with any acts of war, acts of God, acts of a legislative, administrative, or judicial entity, or other forms of Force Majeure, including but not limited to fires, floods, hurricanes, unusually severe weather, disease, and pandemic, will not constitute grounds for default. It is expressly recognized that any of these events may result in disruptions of work due to restrictions on access to legal documents, record plans, and work sites. Based upon the effect of the Force Majeure on the performance of the Work, Matrix will be granted a time extension and compensated for time expended pursuant to its good faith attempts to achieve the Work. (Client's) remedy for any delay caused by Force Majeure will be the negotiation of an equitable adjustment of the project schedule.” It will be the responsibility and expense of the client to supply Matrix with access to the subject and adjoining properties and/or permits along with traffic safety control if required by any State, County, local authority, or the Township. This will also include the additional cost for safety personnel and/or police presence. No work will be performed outside the limits of the subject property boundary if the above-mentioned property access, highway access, and/or traffic safety is required and not provided to Matrix. A separate authorization from the client will be requested prior to beginning any field work if traffic safety is required. Any delays to the field or office work, caused by not having proper access to the site or adjoining properties, and/or for traffic safety, the client will then be invoiced in accordance with the current Matrix fee schedule.

FIXED FEE: \$18,000.00

PHASE 2 - DESIGN

ITEM 1: CONCEPT PLAN

Upon completion of Phase 1 Items 1, 2 and 3, Matrix will review the data found in our field investigation and create one concept plan for the project that will incorporate as many of the requested program elements as possible. Due to the nature of the site, not all the desired improvements may be possible to construct in this location. Matrix will analyze the best locations for the improvements based on the results of the tasks above. A color rendered concept plan will be presented to the Township for review and comment. This will be the basis for the discussion with the New Jersey Department of Environmental Protection (NJDEP) at the preapplication meeting (see item 2 below).

An initial probable cost of construction will also be provided to the Township at this stage to verify adequate funding is available for the improvement shown.

As part of this item Matrix will attend up to one (1) meeting with the Township's staff.

FIXED FEE: \$6,500.00

ITEM 2: NJDEP PREAPPLICATION MEETING AND PREPARATION

In order to establish regulatory framework required to obtain state environmental permits for regulated activities presented within the developed concept plan. Matrix will schedule and participate in one on-line pre-application meeting with NJDEP to present the project, obtain initial agency feedback and discuss permitting requirements. This includes submission of a written request for a meeting to NJDEP including available aerial photography of the site and a plan showing the approximate location of regulated areas as well as proposed activities. Comments from The NJDEP will be discussed with the Township and if any changes are required to the concept plan, they will be addressed in the construction document item of this proposal.

FIXED FEE: \$4,200.00

ITEM 3: CONSTRUCTION DOCUMENTS/FINAL DESIGN

Based on the information gathered above, Matrix will generate construction documents for the improvements mentioned in this proposal. This proposal also includes time for one (1) site visit by a project engineer for with review and confirmation of the existing utility locations. Our fee includes normal coordination with the Township Department of Engineering during development of the plans.

Any application or permit fees required for this project are expected to be paid directly by the Township and have not been included herein. This proposal does not include design or permitting associated with off-site utility services or with building construction. Based on the nature of the project and potential constraints, this proposal assumes that the project will disturb less than one acre and not increase existing impervious surfaces on site by more than one quarter acre so this project would be considered a minor development project.

Matrix shall review the existing site utilities and drainage patterns to obtain sufficient information to prepare the Grading and Utility Plan(s) for the project. The location of the utility connections will be in accordance with all local ordinances.

It is anticipated that the following plans will be prepared and submitted as part of the project package:

- Cover Sheet
- Existing Conditions and Removals Plan(s)
- Site Layout Plan(s)
- Grading and Utility Plans(s)
- Soil Erosion and Sediment Control Plan(s)
- Electrical Plan(s)
- Landscape Plan(s)
- Construction Details
- Technical Specification sections will be provided for the engineering work we are providing for the project. It is our understanding that the Township will provide the front-end documents required for inclusion into the project specifications

Our office will submit 90% and 100% submissions to your office for review. Written comments will be addressed and/or incorporated into the final construction documents. The submissions will include the following:

1. 90% submission
 - Five (5) sets of progress drawings; hard copies and PDF's will be provided to the Township
 - Five (5) copies of the technical specification sections for the project
 - Estimate of probable cost of construction
2. 100% submission (final construction documents)
 - Twenty (5) sets of bid documents; hard copies and PDF's will be provided to the Township
 - Drainage report (if required)

Written comments from the Township from the above mentioned 90% submissions will be incorporated into the final construction documents for the project.

Matrix will attend up to three (3) meetings with the Township as part of this task. Based on our discussion above about the size of the future park, a building is not included in this scope of work.

FIXED FEE: \$44,500.00

ITEM 4: PERMITTING AND APPROVALS

Based on the RFP, Matrix anticipates the following permits and approvals will be required for the project:

Letter Of Interpretation (LOI) Application

In order to obtain state confirmation of the field delineated limits of jurisdictional wetlands within the boundary of the site, Matrix will prepare and submit to the New Jersey Department of Environmental Protection, Division of Land Resource Protection an application for a Letter of Interpretation (LOI) to verify the extent of wetlands, open waters, and wetland transition areas on the site. The LOI application will be prepared in accordance with the Freshwater Wetlands Protection Act Rules in effect as of the date of this proposal. Once issued, the LOI will remain valid for a period of five years from the date of issuance.

FIXED FEE: \$4,500.00

NJDEP Freshwater Wetlands Protection Act Permit Application

As noted within the request for proposals (RFP), proposed improvements will likely require state approval of multiple Statewide General Permits under the Freshwater Wetlands Protection Act Rules. Permits may include minor outfalls and intake structures (GP 11), Trails and Boardwalks (GP 17) Docks and piers (GP 19), bank stabilization (GP 20), above ground utility lines (GP 21), and minor channel or stream cleaning for government agencies (GP 25). As such, Matrix will prepare and electronically submit to NJDEP an application for up to six (6) Statewide General Permit under a single permit application submission. Also, if required, Matrix will include an application for a transition area waiver to allow minor encroachments into the wetland transition areas. The application will be prepared and submitted consistent with the requirements set forth within the Freshwater Wetlands Protection Act Rules in effect as of the date of this proposal.

It is assumed that the proposed activities will comply with the requirements of the Statewide General Permit program and transition area waivers. Therefore, an individual wetlands permit will not be required and is excluded from this scope of work. It is also assumed that the disturbance to the wetlands/waters will not require mitigation.

FIXED FEE: \$18,500.00

NJDEP Flood Hazard Area (FHA) Individual Permit Application (if required)

As noted within the RFP, the site is subject to a 300 foot wide Riparian Zone regulated under the New Jersey Flood Hazard Area Control Act. Additionally, based on a review of available background mapping, a portion of the site is located within the flood hazard area of a tributary to the Passaic River. If desired improvements are proposed within the flood hazard area or riparian zone of Crystal Lake do not meet FHACA Permit-by-Rule criteria, then prior NJDEP approval pursuant to the Flood Hazard Area Control Act Rules (N.J.A.C. 7:13) will be required. Therefore, if needed, under this item Matrix will prepare and electronically submit to NJDEP an application for a flood hazard area individual permit. The application will be prepared and submitted consistent with the requirements set forth within the Flood Hazard Area Control Act Rules (Rules) in effect as of the date of this proposal.

The flood hazard area design flood elevation will be determined using the higher of either Method 1 (DEP Flood Study) or Method 3 (FEMA fluvial method) as outlined in the Rules. It is assumed that activities within regulated areas will comply with the requirements of the Rules.

Therefore, an application for a hardship exception from any portion of the Rules is excluded from this scope of work. It is also assumed that disturbance to regulated areas will not exceed any threshold requiring mitigation.

FIXED FEE: \$19,500.00

Soil Conservation District Certification

This item is for the preparation and submission of soil erosion and sediment control plans, and the accompanying application to the Soil Conservation District as required for a soil erosion and sediment control certification. Any application or permit fees required for this project are expected to be paid directly by the Township and have not been included herein.

In addition to the development plan information, and in accordance with the soil erosion and sediment control requirements, the application will include the following:

1. Soil Conservation District application
2. Soil erosion and sediment control plans:
 - Proposed sequence of development including duration of each phase in the sequence
 - Site grading plan showing delineation of land areas to be disturbed including proposed cut and fill areas together with existing and proposed profiles
 - Contours at a minimum two feet interval, showing present and proposed ground elevation
 - Locations of all streams and existing and proposed drains and culverts
 - Stability analysis of areas below all points of stormwater discharge which demonstrates a stable condition will exist or there will be no degradation of the existing condition
 - Location and detail of all proposed erosion and sediment control structures
 - Locations and details of all proposed nonstructural methods of soil stabilization including types and rates of lime, fertilizer, seed, and mulch to be applied
 - Control measures for non-growing season stabilization of exposed areas where the establishment of vegetation is planned as the final control measure
 - Plans with a notation for maintenance of permanent soil erosion, and sediment control measures and facilities during and after construction, also indicating who shall have responsibility for such maintenance

FIXED FEE: \$4,500.00

Additional permits other than what is listed above are not anticipated for this project. Construction permits will be filed by the contractor awarded to build the project.

PHASE 3 - BID PHASE

ITEM 1: BID PHASE SERVICES

Once the project is out to bid our office will support the Township during the bidding process by providing the following services:

- Respond to Contractor's request for information (RFI) during the bid period
- Attend the bid opening
- Provide an engineering review of the contractor's bids
- Provide a written recommendation to the Township of the lowest responsible bidder

The bid services described above are for one (1) bidding period. If the project is rebid, Matrix will provide a separate scope and fee for these services.

FIXED FEE: \$3,300.00

PHASE 4 - CONSTRUCTION STAGE

ITEM 1: Limited Construction Support Services

Matrix will provide the following construction support activities during the duration of the construction project:

- Attend one (1) pre-construction meeting
- Provide drawings to the contractor for obtaining construction permits (3 sets) for the project. It is the contractor's responsibility to file and obtain all construction permits for the project
- Review contractors shop drawings. This includes review of up to one (1) resubmittal of a specific shop drawing
- Review contractor's application for payment
- Provide full-time field observations which will include any progress site meetings during the construction of the project (4-week construction period as stated in the RFP)
- Provide a punch list for the project

If the project extends beyond the construction period described above or the Township requests additional site visits/meetings our office will provide a scope and fee for the additional time required for the project.

FIXED FEE: \$29,050.00

LIMITED DIRECT EXPENSES

Direct expenses are an estimated cost which includes printing, postage (including certified notifications), travel, and other miscellaneous project-related costs. The amount may vary based on the additional requirements of the project and will be billed at the rates provided in this proposal.

ESTIMATED FEE: \$1,500.00

TOTAL FEE FOR PHASES 1, 2,3 AND DIRECT EXPENSES: \$134,500.00

TOTAL FEE FOR PHASE 4: \$29,050.00

ASSUMPTIONS AND EXCLUSIONS

- All work areas are accessible.
- NJDEP Green Acres Program submission or review is excluded
- Costs assume that the work described above will be performed in Level D personal protective equipment (PPE)
- Costs do not include any activities beyond what is included in this proposal.
- This proposal does not include costs to retain an LSRP
- Geotechnical investigation or reports
- Site specific seismic evaluation
- Construction oversight or inspection services beyond what is listed above
- Application for any permits or approvals not specifically described above are excluded
- Application fees are excluded

- Any pavement cores, temporary or permanent wells, test pits, or test strips, if and as warranted or required
- County or local planning board submissions are excluded
- Traffic engineering is excluded
- Preparation of a Phase I Environmental Site Assessment (ESA) is excluded
- Structural engineering shall be limited to light pole and shade structure foundations and calculations

CLOSING

Any item listed above which is not ordered will not be billed. Separate authorization from the client will be requested prior to commencing services outside the scope of this proposal.

All out-of-pocket expenses including, but not limited to, application fees, laboratory testing costs, mylar copies, certified mailings, photographs, blueprints, and special deliveries are considered additional to the proposal items unless specifically noted within the scope of this proposal.

This proposal is submitted solely and exclusively for the use of the Township of West Orange for consideration of the professional services of Matrix. Disclosure of this proposal's content to any third party without prior written authorization from Matrix is expressly prohibited.

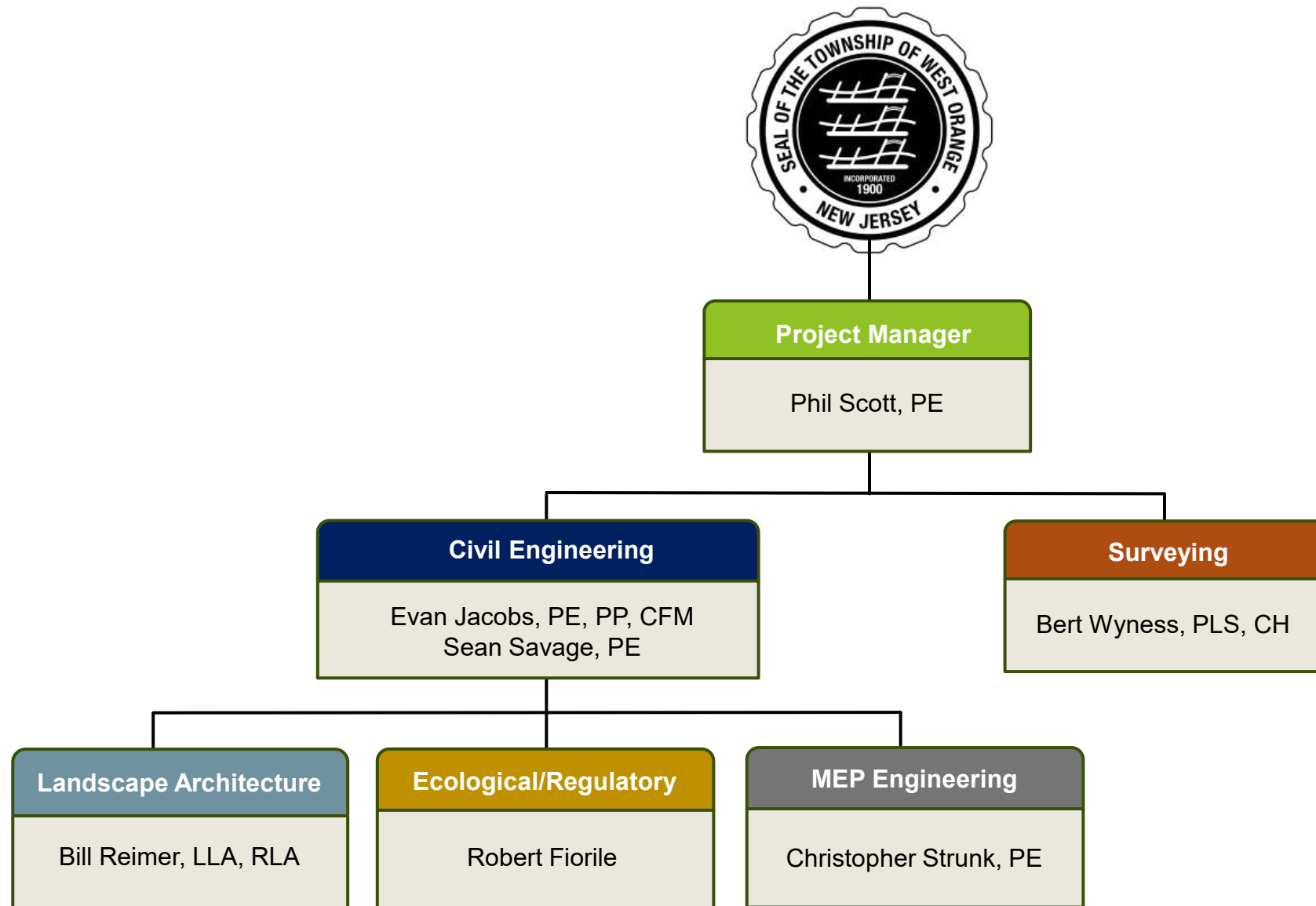
In addition to the specific items as listed herein, the client may be required to demonstrate compliance with certain permit and approval conditions as may be imposed by one or more of the regulatory agencies. These conditions may require revisions to the plans and/or preparation of additional supporting documentation. This proposal does not include these additional items unless specifically outlined within the scope of this proposal.

SECTION 2 – KEY PERSONNEL

ORGANIZATION CHART

RESUMES

Organization Chart



PHILLIP SCOTT, PE, CME

Project Manager

Professional Qualifications

Mr. Scott serves as a Senior Project Manager with over 24 years of experience in the public and private sectors. Mr. Scott was formerly the Director of Engineering at the City of Newark responsible to improve, maintain, plan, operate, and repair the City's infrastructure. He was responsible for improvements and enhancement of roadways, traffic and transportation, municipal parks, code enforcement and the office of the Uniform Construction Code. As Director of the Department of Engineering, Mr. Scott oversaw a staff of approximately 150 employees, managed a budget of over \$14 million, was the Mayor's voting representative on the Board of Trustees for the North Jersey Transportation Planning Authority (NJTPA), and served as the City's flood administrator for FEMA.

The majority of his experience has been associated with residential subdivisions and office/commercial site developments. He has extensive experience in urban revitalization and the redevelopment of affordable housing sites. Mr. Scott is also responsible for several large redevelopment projects in Newark and the surrounding municipalities.

Professional Experience

One Theatre Square, Newark, NJ - Project Manager for the development of NJPAC's first major expansion since its opening in 1997. The project consists of the construction of a 22-story residential tower with over 250 rental apartment units, sub-station for the Newark Police Department, parking garage, and a streetscape with 20,000 sq. ft. of high-quality retail.

Walter G. Alexander Redevelopment, City of Orange, NJ - Project Manager for redevelopment project in the Central Orange Redevelopment Plan area comprised of two phases – Family Housing and Senior Housing. The Family Housing component consists of the demolition of an existing high-rise public housing building and is being replaced with 66 rental townhouse units and community space. The Senior Housing component consists of the demolition of an existing high-rise public housing building and is being replaced with 48 senior rental units in a single building that is designed to complement the adjacent townhouse development design from the previous phase of development.

City of Newark, Passaic Tidal Coastal Risk Management Study, USACE - The U.S. Army Corps of Engineers, New York District is conducting a study in partnership with the NJDEP to evaluate potential coastal storm risk management measures for the tidally influenced and surge-prone areas in the lower Passaic and Hackensack Rivers, and Newark Bay, New Jersey that were included in the authorized Passaic Main Stem project. It includes portions of the City of Newark (Essex County), and its suburbs of Harrison and Kearny (Hudson County). US Army Corps of Engineers (Newark Flanking Plan + Minish Park).

NEWARKGO, Shared Micromobility Pilot Project - Lead the development and creation of the City of Newark's share program that has brought 2,000 bikes and e-scooters to all neighborhoods in the city. NewarkGO Shared Micromobility Pilot Project, Establishing Ordinance + Program rules and regulations.

City of Newark, Small Cell Wireless Facility (5g) Ordinance and Regulations (Small Cell Coordinator) - Lead the development and creation of the City of Newark's Small Cell Wireless Facility Permitting Process which included and not limited to, establishment and adoption of a Municipal Ordinance, adoption of a Wireless Telecommunications Facilities Manual and created a permitting process in accordance with FCC rules and orders. Small Cell Wireless Facility (5G) Regulations + Ordinance.

A. Harry Moore Redevelopment, Jersey City, NJ - Project Manager for the phased redevelopment of a Jersey City Housing Authority site. The residential development comprised of five mid-rise buildings and associated parking.



EDUCATION

B.S. Civil Engineering, New Jersey Institute of Technology, 1998

PROFESSIONAL REGISTRATIONS

Professional Engineer – New Jersey, #24GE04417900, 2003

Certified Municipal Engineer – New Jersey, #04-37

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers
New Jersey Society of Professional Engineers

PHILLIP SCOTT, PE, CME
Project Manager

City of Newark, Stormwater Utility Fee Feasibility Study - Evaluating the City's ability to create and implement New Jersey's first stormwater utility designed to effectively manage and maintain Newark's stormwater infrastructure, create a dedicated funding source to implement Best Management Practices, and identify and implement required activities to ensure State and Federal regulatory compliance.

City of Newark Energy Savings Plan - Lead the City's efforts to develop and implement a comprehensive Energy Savings Plan in seventeen of the most energy intensive public buildings with the goal of identifying and implementing cost-effective and creative solutions to reduce our municipal energy consumption by at least 20 percent.

Newark Greenstreets Report - Feasibility study funded by the North Jersey Transportation Planning Authority, focused on assessing the City's ability of installing green infrastructure systems within the public rights-of-way to help manage stormwater runoff during precipitation events, improve quality of life for City residents and complied with local, State, and Federal transportation regulations.

Central Avenue Revitalization Streetscape, East Orange, NJ - Provided civil engineering design services for the revitalization of 4,800 linear feet of the Central Avenue Business Corridor. Designed and implemented streetscape concept plans, engineering drawings, and bid documents to complement the existing historical elements.

Douglas Harrison Redevelopment, Newark, NJ - Project Manager for the design, permitting, and construction oversight of the outdated Douglas Harrison Homes in Newark's Central Ward. The project proposes to construct "brownstone" style family rental units, a mid-rise senior building, and two public parks to be dedicated to Green Acres.

Baxter Park South, Newark, NJ - Project Manager for the redevelopment of Baxter Terrace, a recently demolished low-income housing development owned and operated by the Newark Housing Authority. This project consists of the design, permitting, and construction administration of two 4-story mixed-use buildings with a total of 90 residential units, and ground floor retail space. Baxter Park South will be the first of many redevelopment projects in the City of Newark's Broad Street Station Redevelopment Area.

Montgomery Heights, Newark, NJ - Project Manager for the first phase of the redevelopment of Brick Towers, a recently demolished property owned and operated by the Newark Housing Authority. The project consists of a 5-story mixed-use building with 80 residential units, 9,700 SF of retail space, and 108 parking spaces.

Alexander Hamilton Redevelopment, Paterson, NJ - Project Manager for progressive and ambitious rehabilitation of outdated urban housing authority project consisting of lower density townhouses and stacked townhouses for a total of 201 new units, including 32 for-sale homes; all homes will meet the COAH affordable housing guidelines.

Lincoln Park Redevelopment, Newark, NJ - Project Manager for a mixed- use residential development comprised of 21 residential units, including seven live-work townhouses, an eight-unit condominium, and a six-unit loft condominium with a ground floor retail space.

City View Landing, Newark, NJ - Project Manager for the redevelopment of a former public housing site that contained a mix of uses, including 58 rental units, 16 home ownership units, and a mid-rise building with 48 senior units and 3,000 SF of retail space.

Trinitas Center of Regional Education (CORE), Elizabeth, NJ - Redevelopment of a 2.4-acre site with a two-story building and surface parking to provide emergency response, community, and medical education.

Saint Michael's Medical Center, Newark, NJ - Redevelopment of a 9-acre medical center to construct a new emergency department and main lobby entrances and parking.

EVAN M. JACOBS, PE, PP, CFM
Civil Engineer**Professional Qualifications**

Evan Jacobs is a civil engineering project manager with 17 years of experience managing, designing and overseeing the construction of a multitude of land development projects. He is well-versed in all aspects of the design of public and private land development, site planning, grading and earthwork management, drainage and stormwater management, utility design, land use permitting, municipal board approvals and preparation of construction documents for public bidding. Mr. Jacobs' projects have included a wide-range of sectors, including K-12 and higher education, sports and recreation facilities, multi-family residential developments, commercial and industrial sites, bridge and culvert replacements, utility infrastructure, large-scale brownfield redevelopment sites, flood mitigation and prevention, and septic system design. Mr. Jacobs also brings nearly seven years' experience as a municipal engineer and planner, having served multiple municipalities, handling all aspects of capital construction projects, apply for and securing grant opportunities, and representing the engineering and construction interests of the municipality. Mr. Jacobs also represented municipal land use boards as both a professional engineer and professional planner serving both Planning Boards and Zoning Boards of Adjustment. Mr. Jacobs has also provided expert witness testimony regarding engineering and land development in both County and Federal courtrooms.

Professional Experience

Oil/Water Separator Replacements, Public Service Electric & Gas Co. (PSE&G), Various NJ Locations - Project Manager and site/civil engineering lead responsible for the design and preparation of construction documents for replacement of oil/water separators at 23 PSE&G vehicle maintenance garages throughout the state. Additional responsibilities included full site investigation and design, existing utility and infrastructure mapping, local sewer authority permitting, plumbing and electrical design to support the new OWS as well as modifications to existing plumbing and sewer systems, grading and drainage design, bid support services, as well as municipal construction permits and sub-code permits for plumbing, electrical, and building.

Pathside Museum Project, Jersey City, NJ – Project Manager and site/civil engineering lead responsible for the design and preparation of construction documents for site improvements for the museum redevelopment of the existing Pathside Building in Journal Square, including a new loading dock berth, stormwater and utility infrastructure improvements, site and landscape improvements for an outdoor plaza and perimeter pedestrian areas, and ADA accessibility improvements.

Military Ocean Terminal at Bayonne Yard, Bayonne, NJ – Site/civil engineering lead responsible for the design of five miles of new urban roadway, utilities, and stormwater infrastructure to support future mixed-use residential development on a 75-acre redevelopment parcel.

Royal Caribbean Cape Liberty Cruise Terminal, Bayonne, NJ – Site/civil engineering lead responsible for the design of the site and supporting infrastructure for the new Royal Caribbean cruise terminal at the MOTBY site. Responsibilities included extensive coordination with Royal Caribbean and the Port Authority of New York & New Jersey, as well as site circulation, passenger and bus queuing and parking design, stormwater and utilities, bollard and mooring layout, and permitting.

**EDUCATION**

MS Civil Engineering, New Jersey
Institute of Technology, May 2012
BS Civil Engineering, New Jersey
Institute of Technology, May 2007

**PROFESSIONAL
REGISTRATIONS**

Professional Engineer – New
Jersey (April 2012)
Professional Planner – New Jersey
(September 2017)

**PROFESSIONAL
CERTIFICATIONS AND TRAINING**

Certified Floodplain Manager
(Association of State Floodplain
Managers), January 2020
HAZWOPER and OSHA 40-hour
certification (initially licensed in
March 2013, currently expired)

PROFESSIONAL AFFILIATIONS

Association of State Floodplain
Managers, January 2020

EVAN M. JACOBS, PE, PP, CFM
Civil Engineer

Union County Bridge Replacements, Various Bridges in Union County, NJ – Project Manager and site/civil engineering lead responsible for design of the site and roadway layout, stream corridor improvements, hydrologic and hydraulic modeling and design for the new structures, and NJDEP land use permitting for wetlands and flood hazard areas for either the rehabilitation, reconstruction, or complete replacement of multiple bridges and culverts under Union County jurisdiction (including but not limited to: Central Avenue – Westfield, Pedestrian Bridge at Nomahegan Park – Cranford, W.R. Tracy Road Bridge – Watchung Reservation – Mountainside, Inwood Place – Plainfield, Allen Avenue – Union).

New Lyndhurst Junior High School, Lyndhurst, NJ – Site/civil engineering lead responsible for the site design, grading, drainage, utilities, and storm for a new 650-student campus, including parking lots and athletic fields. Challenging geology and topography required extensive rock surface modeling and coordination with contractor regarding means and methods for a 40-foot retaining wall and four detention basins.

Oak Ridge Park Improvements, Clark, NJ – Site/civil engineering lead responsible for the design and preparation of construction documents for a multi-sport recreation complex for NCAA-level competition and broadcasting, including an 800-person bleacher with press boxes on an historic property. Responsibilities included extensive site design, grading, drainage and stormwater management, outfall construction, NJDEP Land Use permitting, State Historic Preservation Office coordination and approval, and extensive engineering support during construction.

Gunnell Oval Recreation Complex, Kearny, NJ – Site/civil engineering lead responsible for the design of a 26-acre multi-sport recreation complex on a contaminated site within a flood hazard area. Responsibilities included overall site design, grading and earthwork design and analysis, coordination with LSRP and remedial action efforts and grant funding, extensive stormwater conveyance design relying on a large pump station, securing funding through the New Jersey Environmental Infrastructure Trust, obtaining numerous NJDEP Land Use permits, extensive coordination and securing of a license agreement with Norfolk-Southern for a utility crossing and stormwater discharge under a rail line, as well as extensive coordination with the U.S. Army Corps of Engineers and the New Jersey Sports and Exposition Authority regarding improvements within the tidal wetlands of the marsh.

Bonsal Preserve Sanitary Sewer Relocation, Clifton, NJ – Site/civil engineering lead responsible for the design and preparation of construction documents for the relocation of an existing 12" sanitary sewer main under a nature preserve utilizing trenchless technologies. Responsibilities included sanitary sewer design and modeling, procuring a geotechnical engineer for an extensive subsurface investigation rock modeling, extensive NJDEP Land Use and Treatment Works Approval permitting, coordination with multiple water utility providers with facilities under and over the main, extensive landscape restoration and outreach with the public.

West Side Drainage Study, Berkeley Heights, NJ – Lead civil engineer/hydrologist to investigate the causes of and design of efforts to mitigate flooding for about one-third of the Township. Responsibilities included procurement of large-scale Lidar mapping, existing watershed delineation and modeling, complete hydrologic and hydraulic analysis, HEC-RAS stream study, conveyance system assessment and redesign, stream channel assessment and redesign, project cost estimating and planning, New Jersey Environmental Infrastructure Trust coordination, easement and property takings, and conceptual design plan preparation.

Orchard Creek Flood Study, Rahway, NJ – Lead civil engineer/hydrologist to investigate the causes of and design of efforts to mitigate flooding for a reach of the Orchard Creek within the City of Rahway. Responsibilities included procurement of large-scale Lidar mapping, existing watershed delineation and modeling, complete hydrologic and hydraulic analysis, HEC-RAS stream study, stream channel assessment and redesign, preliminary sediment transport modeling, project cost estimating and planning, and conceptual design plan preparation.

Storm and Sanitary Sewer System Study, Hasbrouck Heights, NJ – Lead civil engineer/hydrologist to investigate the causes of and design of efforts to mitigate flooding for about half of the Borough and multiple areas of major sewer back-ups as a result of Hurricane Ida. Responsibilities included procurement of large-scale Lidar mapping, existing watershed delineation and modeling, complete hydrologic and hydraulic analysis, stormwater conveyance system assessment and redesign, project cost estimating and planning, sanitary sewershed and conveyance modeling, sanitary sewer video inspections and smoke testing, and conceptual design plan preparation.

SEAN M. SAVAGE, PE, LEED AP**Civil Engineer / Director of Land Development****Professional Qualifications**

Sean Savage serves as a Director of Land Development. Mr. Savage has more than 25 years of in-depth experience that includes a wide range of residential and commercial site design/layout, storm/sanitary sewer design, landfill construction management, landfill capping projects, landfill odor studies, sanitary sewer infiltration/inflow studies, a municipal sewage treatment plant expansion pilot study, field inspection, and permitting compliance. In addition, he has been responsible for the completion and submission of various state/municipal permits and applications some of which include CAFRA and Army Corps permitting, Treatment Works Approvals, Water Main Extension permits, Soil Erosion applications, and Pinelands Commission. Mr. Savage has also served as project and client manager on numerous residential and commercial projects varying from small to large located throughout New Jersey.

Professional Experience

18 Central Avenue Mixed-Use Development, West Orange, NJ - Mr. Savage provided project management, and engineering design services for this multi-family housing development consisting of 94 units and 3,500 sf of retail within a 5-story building. Responsibilities included the preparation of site plans for submission to City and NJDEP, stormwater management design, NJDEP flood hazard area (FHA) permitting, and will include obtaining City Planning Board and outside agency approvals including soil erosion, County, sanitary sewer and water main extension approvals. Also responsible for flood volume displacement calculations required for the NJDEP FHA application. Mr. Savage also coordinated with the client's architect as needed to complete the design documents.

Heritage Village at Wall, Wall Township, NJ - Mr. Savage provided project management and engineering design services for this development consisting of 152 senior affordable residential units located within a 3-story building. Design services included preparation of site plans, site grading, stormwater management, water and sanitary sewer connections, and lighting. Project also included obtaining Borough Planning Board approval, County approval, soil erosion approval, NJDEP Wetlands permits and NJDEP permits for water main and sanitary sewer extensions. Mr. Savage also coordinated with the client's architect as needed to complete the design documents.

Vermella New Brunswick, New Brunswick, NJ - Mr. Savage provided project management and engineering design services for this mixed-use redevelopment project consisting of 186 townhouse units, 534 apartment units, and approximately 25,000 sf of retail space. Design services included preparation of site plans, site grading, stormwater management, water and sanitary sewer design, and lighting. The project also included obtaining City Planning Board approval, County approval, soil erosion approval, and NJDEP permits for water main and sanitary sewer extensions. Mr. Savage also coordinated with the client's other consultants (surveyor, geotechnical services, traffic engineer, and architect) as needed to complete the design documents.

One Sunset Avenue, Township of Verona, NJ - Mr. Savage provided project management and engineering design services for this apartment development consisting of 200 residential units located within a multi-story building. Design services included preparation of site plans, site grading, stormwater management, water and sanitary sewer connections, and lighting. Project also included obtaining Borough Planning Board approval, County approval, soil erosion and NJDEP permits for water main and sanitary sewer extensions. Mr. Savage also coordinated with the client's architect and landscape architect as needed to complete the design documents.

**EDUCATION**

BS, Civil Engineering, University of Maryland, 1992

M.Ed., School Business Administration, Rutgers University, 2000

PROFESSIONAL REGISTRATIONS

Professional Engineer – New Jersey, 2003

Professional Engineer – New York, 2015

LEED AP

PROFESSIONAL AFFILIATIONS

Shore Builders Association of Central New Jersey (SBACNJ)
New Jersey Builders Association (NJBA)

AWARDS

New Jersey Alliance for Action 2015 Distinguished Engineering Award for the Sandy Hook Bay Marina and Navesink Development project

SEAN M. SAVAGE, PE, LEED AP

Civil Engineer / Director of Land Development

143 West Front Street, Red Bank, NJ – Mr. Savage was responsible for creating profile and cross-section plans. He also was responsible for grading design and updating drainage report. He was responsible for submitting Soil Erosion and County Planning Board applications, as well as submitting TWA and water main extension permits. Mr. Savage was involved in the redesign of grading after building layout changes. He coordinated with client and architect on plan revisions.

Middletown Senior Housing, Middletown, NJ – Mr. Savage was Responsible for site grading, sanitary/drainage sewer design, stormwater detention basin design, and preparation of drainage report. He was also responsible for general site plan preparations.

Traditions at Tinton Falls, Tinton Falls, NJ – Mr. Savage was responsible for drainage calculations, stormwater detention basin design and routing. He also worked on drainage and sewer pipe layout and prepared site plan, subdivision, and soil erosion applications.

Monmouth Shores Corporate Park, Wall, NJ – Mr. Savage worked on preparation of a land use study for this site which involved creating alternative site layout options including building placement and parking layout. He was responsible for grading of the site and designed drainage and sanitary sewer systems. He organized the creation of the project site plans and also coordinated with client and architect as needed.

Hoboken Senior Housing, Hoboken, NJ – Mr. Savage provided project management and engineering design services for this development consisting of 36 residential units located within a 6-story building. Design services included preparation of site plans, site grading, stormwater management, water and sanitary sewer connections, landscape and lighting. The project will also include obtaining City Planning Board approval, County approval, soil erosion, and NJDEP permits for water main and sanitary sewer extensions. Mr. Savage also coordinated with the client's architect as needed to complete the design documents.

Liberty Harbor North, Jersey City, NJ – NJDEP Waterfront Permitting Plans - Mr. Savage provided project management and engineering design services for this mixed-use development consisting of 694 residential units and approximately 11,000 sf of retail located within a multi-story building and a stand-alone restaurant building. Design services included preparation of site plans, site grading, stormwater management, water and sanitary sewer connections, landscaping, and lighting. Mr. Savage also coordinated with the client's architect as needed to complete the design documents.

PSE&G Spring Valley Road Substation, Paramus, NJ – Mr. Savage provided project management and permitting services for this proposed electrical substation improvement project. The scope of services included peer review of design plans prepared by another consultant and preparation of applications for zoning permit, site work permit and building permits.

Ridgefield Warehouse Development, Ridgefield, NJ – Mr. Savage provided project management, professional testimony, and engineering design services for this approximately 350,000 SF warehouse development. Responsible for preparation of site plans, stormwater management design and obtaining Township and outside agency approvals including soil erosion, NJDEP flood hazard area permitting, NJDEP water main extension, NJDEP treatment works approval, SUEZ water company and County. Mr. Savage also managed other services including survey and landscape design as well as coordinated with the client's other consultants (traffic engineer and architect) as needed to complete the design documents. In addition, Mr. Savage was responsible for preparation of NJDEP flood hazard area permitting plans.

River Road Redevelopment, Borough of Chatham, NJ - Mr. Savage provided project management and engineering design services for this development consisting of 320 residential units located within a 4-story building. Design services included preparation of site plans, site grading, stormwater management, water and sanitary sewer connections, and lighting. Project also included obtaining Borough Planning Board approval, County approval, soil erosion and NJDEP permits for water main and sanitary sewer extensions. Mr. Savage also coordinated with the client's architect as needed to complete the design documents.

BARTHOLOMEW C. WYNESS, PLS, CH

Survey Department Manager

Professional Qualifications

Bartholomew (Bert) Wyness has more than 37 years of experience in the survey field and a prior eight years in the electrical and electronic engineering discipline. He is experienced in and knowledgeable of land survey techniques, including topographic surveys, boundary surveys, geodetic control surveys, aerial photo control surveys, and writing of legal descriptions. Mr. Wyness is also experienced in hydrographic and marine geophysical surveys, including multi-beam and single-beam survey collection and processing procedures, as well as side-scan, sub-bottom, and magnetometer survey collection and processing procedures. Bert Wyness is knowledgeable of survey standards and principles, project and department management relating to land and hydrographic survey missions, workflow, and logistic design.

Professional Experience

Estling Lake Dam Embankment Stabilization, Denville Township, NJ – Project management team member responsible for survey services including boundary surveys, topographic and utility surveys, and railroad surveys.

Historic Area Remediation Site (HARS), USACE NY District, NJ – Chief Hydrographer responsible for the survey of 15 square miles utilizing multibeam technology. The offshore survey was run around the clock, weather and fuel permitting. A submersible gauge was set and buoyed on the seafloor. Sound velocity profiles were collected at a maximum of three hours.

Passaic River (Mouth to the Dundee Dam), USACE NY District, NJ – Responsible for supervising the necessary tasks to collect enough hydrographic data to ensure the success of restoring this part of the Passaic River to its original bathymetry. The water depth of the project area ranged from 0ft to 30ft, with three survey vessels used to accommodate the various river depths.

Jersey City Redevelopment Agency- Project Manager for surveying services in connection with the creation of the Courthouse Park to be located on the current site of the Hudson County Administration Building at 595 Newark Avenue in the City of Jersey City

Northeast Supply Enhancement: Williams Pipeline, NY & NJ – Responsible for the performance of geophysical surveys of a 23-mile proposed pipeline route from Morgan, NJ to Rockaway, NY. Responsibilities included the collection of all hydrographic and geophysical survey data and subsequent management of data processing workflow and delivery to client.

PANYNJ Marine Terminals, NJ, and NY – Responsible for collection of hydrographic data at these facilities. As chief hydrographer on the survey vessel, charged with ensuring the correct procedural and technical processes are adhered to, and in the office, assisting in all aspects of final product delivery.

NYCDEP Bypass Tunnel Construction - CDA - BT2_Tunnel – Project Manager for several work order tasks, including site surveys, property boundary surveys, and control point surveys related to site settlement monitoring at various power generating and wastewater facilities, near a new NYCDEP Bypass Tunnel.



EDUCATION

BS, Survey Engineering, New Jersey Institute of Technology, 2014
AS, Electrical & Electronic Engineering, Napier University – Edinburgh, Scotland, 1981

PROFESSIONAL REGISTRATIONS

Professional Land Surveyor – New Jersey, 2016 - New York, 2010 - Louisiana, 2021 – Connecticut, 2021

PROFESSIONAL CERTIFICATIONS AND TRAINING

ACSM Certified Hydrographic, 2005
Remote Pilot Knowledge Test, 2018
Adjunct Professor at NJIT – Marine Surveying
NOAA Coastal Multi-Beam Training – University of New Brunswick
Trimble Geomatics Post-Processing and Network Adjustment
Wetland Delineation Program – Rutgers University
Continuous Education – Hydrographic and land survey conferences, GIS, and specialized survey seminars

PROFESSIONAL AFFILIATIONS

American Congress on Surveying & Mapping (ACSM)
National Society of Professional Surveyors (NSPS)
New York State of Land Surveyors, Inc. (NYSAPLS)
American Society for Photogrammetry and Remote Sensing (ASPRS)
Association for Unmanned Vehicle Systems International (AUVSI)

BARTHOLOMEW C. WYNESS, PLS, CH
Survey Department Manager

NYCDPR Captain George H. Tilly Park, Landscape Design and Survey Services – Project Manager for all survey services associated with topographic, utility, boundary and bathymetric surveying related to landscape design services for the reconstruction of the pond, retaining wall and drainage, and miscellaneous site work.

NYCEDC Lower Manhattan Coastal Resiliency (EDC Project Number #7788) - Project Manager responsible for topographic, boundary and utility survey of Battery Park, Manhattan, New York City.

NYCDPR MacNeil Park, Queens, NY Civil Engineering Design Services – Project Manager for all survey services associated with topographic, utility, boundary and photogrammetric surveying related to civil engineering services for the reconstruction of the seawall, and miscellaneous site work.

NYCDPR South Rochdale Playground Area. Landscape Architecture Design & Survey Services – Project Manager for all survey services associated with topographic, utility, boundary and surveying related to landscape architecture services for the reconstruction of playground area.

NYCDPR Mullaly Bike Park Reconstruction, Borough of The Bronx – Project Manager for all survey services associated with topographic, utility, boundary and photogrammetric surveying related to Landscape Architectural Design Services to prepare Construction Documents.

NYCT MTA CM-1686 Various Task Orders - SBMP (Station Stairs) - Project Manager responsible for surveying services associated with the ADA update of station stairs throughout the 5-Boroughs.

NYCEDC On Call Surveying Services (Various Task Orders)- Project Manager for surveying services associated with shoreline protection projects.

NYCOMB and NYCDPR, Facility Conditions Assessment & Structural Investigation of The Thomas Jefferson Recreation Center & Pool Complex, Thomas Jefferson Park – Project Manager for all survey services associated with topographic, utility, boundary and surveying related to pre-scoping services for a Facility Conditions Assessment and Structural Investigation of the Thomas Jefferson Recreation Center (TJRC) and Pool Complex in Thomas Jefferson Park.

NYCDEP BWSO Surveying Services (Various Task Orders)– Project Manager responsible for all surveying services associated with property acquisition, infrastructure design, confirmation of legal boundaries and grades, wetland delineation, or other feature mapping as described in the List of Potential Services.

NYC MTA Metro-North Railroad: Rehabilitation of the Grand Central Terminal Train Shed- Project Manager responsible for topographic, boundary and utility survey at street level and tunnel level, Park Avenue, Manhattan, New York City. (2020-present)

NYCT MTA CM-1533 Task Orders # 3 & 4 Additional Design Services Multiple Substation Facilities- Project Manager responsible for topographic, utility and boundary surveys of 15 substations, Manhattan, Brooklyn and Queens, New York City.

NYCDEP GI-S Design-1 Task Order Contract for Design Services for Green Infrastructure – Doe, NYC– Project Manager responsible for topographic, boundary and utility surveys of various green infrastructure school sites throughout New York City.

NYCEDC Ferry System Consulting Services, New York City- Project Manager responsible for bathymetric and topographic survey of various proposed potential ferry terminal sites, New York City.

C.E.P.D. Tidal Study, USACE, NY District, NY – As Project Manager for multiple CEPD projects for the Army Corps NY District, responsible for all planning, field work coordination, computations, data analysis and reporting for these projects consisting of remote tidal monitoring, static, RTN GNSS, and traditional land survey methodologies. Results from these surveys and analysis were used to confirm the MLLW datum determination and its correlation with NOAA's datum determination as used on the various USACE Federal channel projects.

WILLIAM D. REIMER, LLA, RLA**Director of Landscape Architecture****Professional Qualifications**

William Reimer is the Director of Landscape Architecture responsible for the design and oversight of all landscape architecture projects and services and serves as project manager for site planning and site engineering projects. With extensive experience in landscape architecture, site development, and construction management, Mr. Reimer has completed the design, planning, and construction management for numerous state, commercial, and institutional projects for clients that include the New York City Department of Environmental Protection (NYCDEP), New Jersey Department of Transportation, New Jersey Department of Environmental Protection, and the U.S. Army Corps of Engineers. He has designed parks, plazas, and large-scale site plans for both residential and commercial developments.

**Professional Experience**

NJ Transit Roseville Tunnel and Track Bed Rehabilitation Design And Construction Services Andover & Byram Townships, NJ – assessed the tree species and tree canopy for the entire length of the project (approx. 8,000 LF) to determine in the project area was forested or not.

Nellie Bennet Marsh Restoration, Pt. Pleasant, NJ– Landscape architect responsible for the design and development of drawings for the restoration of approximately 20 acres of salt marsh. The new marsh will include low marsh, high marsh, tidal pools and maritime forest areas.

NYC Transit Broadway Mall, NY – Landscape Architect for the rehabilitation of subway ventilators on the Broadway Mall from 144th Street to 146th Street. Matrix provided an inventory of all trees, including their diameter and distance from the walkway. Provided the construction drawings for existing conditions and the proposed landscape design.

Neilson Street Park, New Brunswick, NJ – Project manager and lead Designer for this new downtown park for the city. Public outreach was performed to gather input on what the community wanted to see in the park spaces. The \$3 million new park will include a dog park, a custom slide, tiered gathering spaces to provide multiple programming opportunities at the park and traffic calming to allow for safe access to the park from the surrounding communities.

Feaster and Pittman Parks, New Brunswick, NJ – Project manager and lead Designer for the reconstruction of the parks. Public outreach was performed to gather input on what the community wanted to see in the park spaces. The \$4 million new park includes a children's playground for the adjacent school, outdoor classroom, two basketball courts, outdoor exercise area, open plaza spaces, outdoor game tables, community gardens, spray park, and Amphitheater for community activity space.

NYCDEP Honk Falls Dam Restoration, Wawarsing, NY– Landscape architect responsible for the design and development of drawings for the stream restoration of Honk Lake after the removal of the former dam. During construction of the plantings provided direction on plant layout and reviewed the quality of plant material at the site.

Welton Street Park, New Brunswick, NJ – Landscape Architect/Project Manager for the Welton Street Park project. The design includes spaces for community gathering, and educational and recreational activities for nearby schools. The park also includes a rain garden and pervious pavements, which will help reduce pressures on the existing stormwater infrastructure.

Maywood Avenue Wetland Restoration, Maywood, NJ – Project manager and lead designer for the project. Matrix will be providing a monitoring report of the site for NJDEP for the next five years to ensure the success of the installed plant material.

EDUCATION

BS, Landscape Architecture,
Rutgers University, 1992

PROFESSIONAL REGISTRATIONS

Registered Landscape Architect,
New York, 1999, Pennsylvania
1999, New Jersey, 1999,
Connecticut, 2021, Louisiana, 2021,
Mississippi, 2023

PROFESSIONAL CERTIFICATIONS AND TRAINING

CLARB

PROFESSIONAL AFFILIATIONS

NJASLA

WILLIAM D. REIMER, LLA, RLA
Director of Landscape Architecture

18 Central Avenue, West Orange, NJ - Landscape architect responsible for the design and development of the landscape plans for the project.

Swimming River Park, Monmouth, NJ – landscape architect/ lead designer responsible for the design and development drawing a concept plan for the proposal which included a proposed wetland with a boardwalk through the proposed forest, a kayak launch, boat ramp, fishing pier, and a new building.

Summit Ave, Jersey City, NJ - Landscape architect responsible for the design and development of the landscape plans for the project.

Delancey Street Redevelopment- Newark, NJ - Landscape architect responsible for the design and development of the landscape and streetscape plans for the project.

Sylvan Lake, Avon, NJ – Landscape Architect responsible for the design of living shoreline elements and stormwater treatment wetlands for the project. When installed, the plantings will provide a more stable edge for the lake and the stormwater treatment wetlands will improve the lake's water quality. Assisted in the creation of the construction drawings. The project included a living shoreline and public water access points.

Former SML Site, Hillside, NJ – Landscape architect for the design, development, construction drawings, permitting, and renderings for the facility, which was remediated by Matrix under Industrial Site Recovery Act (ISRA) regulations. The design included a foundation planting, screening from adjacent property, and planting along the street frontage. Matrix's role included overseeing the construction documents, permitting, and completion of remediation actions for the contaminated site.

PANYNJ Harrison Car Maintenance Facility Waterfront Restoration, Harrison, NJ – Landscape architect responsible for the design of wetland restoration and mitigation landscape plans along the Passaic River to mitigate impacts to the flood plain area caused by the proposed improvements to the flood wall. Mr. Brosseau's responsibilities included plant material selection and placement along the Passaic River. The plans were one part of the total project that included the design and construction of a new storage yard for rail cars, raising tracks G and H between AMTRAK Flyover and Hackensack bridges, extending the PATH of South Street Yard, completing a cost estimate for a crossover between Christopher St. and 9th St. for the PATH tunnels along the west side of Manhattan, modifying PATH Substation 14, installing concrete flood walls at the Grove St. and Newport PATH Stations, and identifying transportation technology/Intelligent Transportation Systems (ITS) applications to enhance PATH Rail Transit operations and real-time intra- and inter-agency information sharing.

Newark Bay Waterfront Access - 16th Street, Bayonne, NJ – Landscape Architect/Lead Designer for project to increase waterfront access in neighborhoods surrounding the park. Design includes the construction of a boardwalk and fishing pier, reconstruction of a boat ramp, and construction of groins/sand placement to create a small beach and establish living shoreline plantings.

Soil & Water Investigation/Remediation at Former Unidynamics Facility, Roseland, NJ – Landscape Architect for the former industrial facility located in Roseland, NJ. Specific activities included assessment of potential soil gas/vapor intrusion issues of the existing facility, remedial investigation of on-site areas of concern and groundwater, development of a site-specific impact to groundwater soil remediation standards for contaminated chlorinated VOCs in groundwater, and development of a cleanup plan for both soils and groundwater.

McDonald's Brook Flood Control Project, Passaic, NJ – Project Manager overseeing landscape architecture, geotechnical engineering, and environmental services in Veterans Memorial Third Ward Park. The work included widening and realigning sections of the existing brook to provide a smoother channel and help mitigate erosion during storm events.

Fleischmann Pier, Peekskill, NY – Landscape Architect responsible for concept designs of the overall site and preparation of construction drawings for the project. Mr. Reimer presented the final concept to the council at a public meeting.

ROBERT R. FIORILE**Vice President/Technical Director – Ecological and Regulatory Services****Professional Qualifications**

Robert Fiorile is a Senior Scientist with more than 30 years of experience working in the environmental field. Responsible for the completion of environmental reviews, ecological studies/surveys, natural resource inventories, and State and Federal environmental permit applications, Mr. Fiorile has served various client types with an emphasis on environmental assessments and impact statements in accordance with the National Environmental Policy Act (NEPA), as well as NY and NJ State environmental review regulations. He is also highly skilled in preparing permit applications for complex projects involving activities regulated under various State's freshwater wetlands protection programs, flood hazard area control programs, coastal zone management programs, and U.S. Army Corps of Engineers Section 10 and 404 programs.

Mr. Fiorile's experience includes various types of terrestrial and aquatic ecological studies/surveys, including watershed management plans, lake diagnostic-feasibility studies, lake restoration/management programs, nuisance aquatic species control programs, wetland delineations, seagrass surveys, shellfish surveys, acid soils surveys, and seagrass and wetland mitigation/restoration.

Professional Summary

- Preparation of Freshwater Wetlands Protection Act Individual and Statewide General Permit applications for private development, utility installations, and county/municipal improvements.
- Preparation of Flood Hazard Area Control Act Individual and General Permit applications for private development, utility installations, and county/municipal improvements.
- Delineation of coastal and freshwater wetlands utilizing methodology presented in the Federal Manual for Identifying and Delineating Jurisdictional Wetlands (Federal Interagency Committee for Wetland Delineation, 1989) and the Corps of Engineers Wetlands Delineation Manual (Technical Report Y-87-1, January 1987).
- Wetland mitigation and restoration monitoring in accordance with State and Federal permitting requirements for the purpose of determining the success of wetland mitigation/restoration projects.
- Performance of seagrass surveys conducted in accordance with National Marine Fisheries Service's Seagrass Survey Guidelines to assess impacts resulting from projects occurring within the boundaries of submerged aquatic vegetation beds.
- Performance of seagrass research/restoration projects conducted as part of State and Federal funded grants.
- Preparation of Environmental Impact Statements completed in accordance with local municipal ordinances.
- Preparation of Upland and In-water Waterfront Development Individual Permit applications for dredging projects, utility line installations, and port facility improvements.

Professional Experience

Nellie Bennett Marsh Restoration Plan, Point Pleasant, Ocean County, NJ - Project Manager currently responsible for ecological and engineering services for the completion of site assessments, resource surveys, stakeholder outreach coordination, and preliminary design for the stabilization of 2,600 feet of eroding shoreline and the restoration of 20 acres of tidal salt marsh in upper Barnegat Bay. Matrix is working with the Barnegat Bay Partnership (BBP) and their project stakeholders to develop a comprehensive living shoreline and saltmarsh restoration design plan for Nellie Bennett Marsh, which is currently undergoing subsidence and edge erosion. Our design focuses on developing a phased approach for the protection of the entire marsh complex that can be implemented in phases as funding allows and that is adaptable as effects of climate change and sea level rise are realized over time. Our professionals conducted a comprehensive evaluation of existing site conditions and utilized

**EDUCATION**

B.S. Environmental Studies, Stockton University, 1993

PROFESSIONAL REGISTRATIONS

NAUI Open Water 1-SCUBA Diving Certification

PROFESSIONAL CERTIFICATIONS AND TRAINING

Georgian Court University – Master of Biology Program

Rutgers, The State University of New Jersey – Cook College

- Methodology of Delineating Wetlands
- Plant Identification for Wetland Delineation
- Hydric Soils
- Coastal Project Review

New Jersey Marine Science Consortium

- Marine Fossils

ROBERT R. FIORILE

Vice President/Technical Director – Ecological and Regulatory Services

historical data to understand the causality of the rapid loss to the surface area of the marsh complex. We analyzed best methods for re-establishing marsh edges to the maximum allowable regulatory footprint and protecting the complex from future any future loss.

Newark Bay Wetlands Restoration, City of Newark, NJ – Practice Lead responsible for the implementation of a coastal wetland restoration project funded by a grant made to the City of Newark by the Department of Interior National Fish and Wildlife Foundation (NFWF) through the Hurricane Sandy Coastal Resiliency Competitive Grant Program. The project entails the restoration and protection of a 12-acre wetlands complex located along Newark Bay. The site, which was historically separated from Newark Bay by an 800-foot revetment wall, is one of only a few remaining natural areas remaining in this highly-industrialized portion of Newark Bay. Although some healthy tidal wetlands remain, most of the site has become highly degraded by invasive species and severe shoreline erosion. This project will restore, enhance, and protect the wetland complex through the implementation of multiple resilient and sustainable measures. These include a living shoreline, saltmarsh restoration, and invasive species eradication. The project will ultimately buffer the wetland complex from continued erosion from the tidal action of Newark Bay, improve flood control for the adjoining upland areas in the City of Newark, and restore the natural habitat.

Lenake Lane Drainage Improvements – Responsible for the preparation of Freshwater Wetlands Protection Act Statewide General Permit and Flood Hazard Area Control Act Individual Permit applications required for drainage improvements within a residential neighborhood.

Sylvan Lake Living Shoreline 310(h) Grant Program, Avon-By-The-Sea, Monmouth County, NJ – Responsible for the preparation and submission of grant application to the New Jersey Department of Environmental Protection (NJDEP) to request funding under the State 319(h) Grant Program for the borough of Avon-By-The-Sea to implement Sylvan Living Shoreline Project. In addition, The Sylvan Lake Living Shoreline project also incorporates creation of bioswales and constructed wetlands, designed to mitigate the nonpoint source (NPS) pollution impacting Sylvan Lake, which is a coastal lake located on the border of Avon-By-The-Sea and Bradley Beach in Monmouth County, New Jersey. The borough successfully received the grant to implement the project.

Tier A Municipal Stormwater General Permit Stormwater Outfall Pipe Inspections, Lakewood, NJ – Task Manager for the implementation of a township-wide EPA Phase II stormwater outfall sampling program in accordance with monitoring and assessment procedures guidance presented within the United States Environmental Protection Agency (USEPA) National Pollutant Discharge Elimination system (NPDES) Stormwater Sampling Guidance Document. Efforts included initial physical inspection of stormwater outfall pipes, sampling and field analyses for outfalls that exhibited dry weather flow, follow-up Inspections for outfalls that exhibited signs of intermittent flow, and project documentation and reporting.

Strategic Water Quality Improvement Plan for Surface Water Quality Improvements of the Long Swamp Creek Watershed, Toms River, NJ – Task Manager for the completion of field work and preparation of the final report for a NJDEP approved watershed management plan for the entire Long Swamp Creek watershed, which included spatial analyses of lake subwatersheds and key land use characteristics.

Lake Pohatcong Watershed Analysis – Securing of grant funding for and the implementation of a Rosgen stream analysis as well as the development and implementation of watershed management plan that included the development and implementation of a bacteria source assessment program and the identification of appropriate restoration BMPs for the Lake Pohatcong subwatershed.

Phase 1 Diagnostic-Feasibility Study of Lake Carasaljo – Task Manager for the completion of a NJDEP approved watershed management plan for the entire Lake Carasaljo watershed, which included the development and implementation of a nutrient loading assessment.

Lake Management/Restoration Program for Lake Alberta – Securing of grant funding and the performance of multiple lake and stormwater management BMPs designed to improve water quality conditions by reducing the level of NPS pollutants within this municipal lake.

Christopher T. Strunk, P.E. Owner / Professional Engineer

Christopher Strunk serves as a Owner in Strunk-Albert Engineering LLC and is responsible for final approval of all projects and is responsible for all design, project scheduling and staff coordination relating to mechanical, plumbing and fire protection systems design. He also oversees and is actively involved in all client interface and project coordination with other design professionals. Mr. Strunk strives to uphold a high level of professionalism and technical understanding of his subject matter while maintaining the capacity to effectively communicate his knowledge with those beyond the field of engineering.

Mr. Strunk's career started with Strunk-Albert Engineering in 2001 as a college intern and began full time employment upon his graduation from college in 2004. Chris worked his way up through the company and, upon his cousin David Strunk's retirement in 2019, became Owner in the firm. In his nearly 20 years of experience, Christopher has been involved in the design and/or evaluation of numerous projects associated with all manners of building types and associated systems.

Mr. Strunk is a graduate of the Pennsylvania State University, University Park, with a degree in Mechanical Engineering. He is a registered professional engineering in PA, NY, TN, DE, NJ, CT, SC, KY, MD and CO.

Project Experience:

- Educational – University, Colleges & K-12 Facilities
- Medical – Outpatient Care, Urgent Care, Laboratory
- Libraries
- Historical Facilities – Residences, Museums
- County & Municipal Facilities
- Residential
- Recreational Facilities
- Religious Facilities
- LEED Facilities (Certified, Silver, Gold & Platinum)
- Pool / Natatorium Facilities
- Retail Facilities
- Indoor Shooting Ranges
- Science & Technology Facilities
- Veterinary Facilities
- Fitness / Health Club Facilities
- Corporate Office Facilities
- Garage / Maintenance Facilities
- Institutional Facilities
- Auto Dealerships
- Tenant Fit-Outs
- Warehouse / Distribution
- Manufacturing
- Indoor Growing Facilities
- Food / Restaurant Facilities
- Building Evaluations

Registrations:

Professional Engineer
*Commonwealth of
Pennsylvania*
2012

State of New York
2019

State of Tennessee
2019

State of Delaware
2019

State of New Jersey
2019

State of Connecticut
2020

State of South Carolina
2020

State of Maryland
2021

State of Colorado
2022

Engineer in Training
*Commonwealth of
Pennsylvania*
2006

Education:

Bachelor of Science
Mechanical Engineering
The Pennsylvania State University
2004

Professional Organizations

ASHRAE, ASPE, NFPA



SECTION 3 – EVIDENCE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

3/2/2025

DATE (MM/DD/YYYY)

8/22/2024

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

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

PRODUCER Lockton Companies, LLC 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000 kcasu@lockton.com	CONTACT NAME:		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
INSURED 1546952 MATRIX NEW WORLD ENGINEERING, LAND SURVEYING AND LANDSCAPE ARCHITECTURE, PC 26 COLUMBIA TURNPIKE FLORHAM PARK NJ 07932	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Nautilus Insurance Company		17370
	INSURER B: Great Divide Insurance Company		25224
	INSURER C: Allmerica Financial Alliance Ins Co		10212
	INSURER D: Houston Casualty Company		42374
	INSURER E:		
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** 20860343 **REVISION NUMBER:** XXXXXXXX

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 ☒ Pollution Liab ☒ Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☒ OTHER: Poll Per Claim: \$2M	N	N	ECP201734119	3/2/2024	3/2/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/DP AGG \$ 2,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	N	N	AWYJ42223301	3/2/2024	3/2/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	☒ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$	N	N	FFX201734219	3/2/2024	3/2/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ XXXXXXXX
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/A	WCA2017344	3/2/2024	3/2/2025	☒ 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	N	N	ECP201734119	3/2/2024	3/2/2025	LIMIT PER CLAIM: \$2M
D	CYBER	N	N	H23NGP22309701	3/2/2024	3/2/2025	LIMIT OCC/AGG: \$5M

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

CERTIFICATE HOLDER

20860343 SAMPLE CERTIFICATE HOLDER	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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**Consulting & Municipal
ENGINEERS**

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

October 24, 2024

Sent Via Electronic and Regular Mail

Zayibeth Carballo, Director / Municipal Engineer
Township of West Orange
66 Main Street
West Orange, NJ 07052

**Re: *Estimate of Fees for Professional Engineering Services
Oskar Schindler Performing Arts Center and Crystal Lake Improvements
Township of West Orange, Essex County, NJ***

Dear Ms. Carballo:

We are pleased to present our estimate of fees for the design, permitting and construction phase services for the above-referenced project.

It is our understanding that the Township is seeking to improve the Okar Schindler Performing Arts Center (OSPAC) and Crystal Lake by creating additional amenities and better utilize the park's area. The Township envisions the improvements to OSPAC consisting of furnishing and installing a sound system for the amphitheater including the installation of ADA accessible bleachers on concrete pads. Crystal Lake improvements will consist of the reconstruction of approximately 0.5 miles of stone dust and/or HMA pathway around the lake between 6 ft. to 8 ft. wide including the installation of decorative pathway LED lighting, electronic entrance LED sign, benches, and trash receptacles. Other possible amenities might include the construction of a fishing pier and floating dock, paddle boats and canoes launch area, prefab pedestrian bridge, the construction of a small shoreline with outdoor showers, seating area pavilion, a playground, and a concession stand.

The project might also include retrofitting certain storm drain inlets along drains in the vicinity of the lake to meet standards outlined in the Stormwater Management rules. The retrofitting focuses on solids and floatable control to help reduce the amounts of pollutants that may enter the stormwater system that impact receiving waters.

Crystal Lake is a spring-fed lake and the headwater to the Rahway River and a passive park facility that is underutilized by West Orange residents. According to FEMA's Flood Insurance Rate Map (FIRM) Map # 34013C0111F with an effective date of June 4, 2007, Crystal Lake is within Zone A flood hazard area.

CONSULTING AND MUNICIPAL ENGINEERS LLC

NJ CERTIFICATE OF AUTHORIZATION NO. 24GA28359000

Barnegat • Berlin • Camden • Howell • Medford • Monmouth Junction • Parlin



Ms. Zayibeth Carballo
Township of West Orange
Re: Professional Engineering Services
Oskar Schindler Performing Arts Center and
Crystal Lake Improvements

October 24, 2024

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It is noted that the project construction will be partially funded by the American Rescue Plan (ARPA) which the funds will need to be expended by December 2025 for said improvements.

With this in mind, we anticipate the following scope of services per the RFP:

1. Land Surveying Services

The following services will be provided under this phase:

- A. Preparation of a Base Map utilizing aerial orthographic photographs with field data to supplement planimetric features such as tax map data to be provided by the Township in CAD for the preparation of Concept Plans;
- B. Boundary and Topographic Survey for OSPAC and Crystal Lake for the preparation of permitting and construction plans;
- C. Map the location of wetlands, buffers, riparian zones, limits of the 100-Year Flood Hazard Area (FHA) and top of bank location as per Professional Wetlands Scientist and Engineer;
- D. Location of tree canopy around the lake needs to be established;
- E. Sufficient topographic information is to be provided for the design of proposed curb ramps and ADA accessible areas;
- F. 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);
- G. Establish water surface elevation of Crystal Lake;
- H. Benchmark(s) to be set on site for future use;
- I. Existing conditions/Survey Control plan; and.
- J. Coordinate utility mark-outs.

As part of the deliverables, an electronic AutoCAD file of the Boundary and Topographic Survey is to be provided for the design of the Playground Area by the Township.



Ms. Zayibeth Carballo
Township of West Orange
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2. Civil Engineering Services

CONCEPT PHASE & NJDEP PRE-APPLICATION MEETING

Under this phase, our office will prepare a Concept Plan of the overall improvements in consultation with the Township representatives.

- A. Develop two (2) color renderings for review with the Township;
- B. Confirm and establish Drainage Area for this project as to whether or not is greater than 50 acres to establish whether or not it has a regulated floodplain;
- C. Establish the still water surface elevation for Crystal Lake;
- D. Perform a Wetlands delineation and establish the riparian zones;
- E. Attend Pre-Application meeting* and draft meeting notes;
- F. Provide design recommendations to the Township based on NJDEP's feedback, regulatory challenges, design conflicts and project feasibility;
- G. Determine/discuss the appropriate improvements in conjunction with the Township and its representatives to determine the best course of action to facilitate the project goals.

***Pre-Application Meeting**

CME will coordinate and attend a pre-application meeting with the appropriate representatives from the Department. The meeting is typically held on Microsoft teams. Prior to the meeting, CME will prepare the required information as outlined by the Pre-Application Request Submittals checklist provided in the RFP. After the meeting, CME will provide meeting minutes and design recommendations to the Township and identify any regulatory challenges and design conflicts.

NJDEP PERMITTING SUBMISSION PACKAGE

Under this task, our office will prepare a NJDEP Permitting Package following the feedback obtained from Civil Engineering Services task. In review of the proposal, our office has determined the following permitting scope:



Ms. Zayibeth Carballo
Township of West Orange
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Flood Hazard Area Control Act Rules (FHA)

The proposed improvements are near and within the regulated areas of the Crystal Lake. Crystal Lake is considered a FW2-NT water (according to the rules found within the Surface Water Quality standards found at N.J.A.C. 7:9B) and as a result will require a 50-foot riparian zone (as found at N.J.A.C. 7:13-4.1). Additionally, Crystal Lake is mapped as a FEMA Flood Zone A with no base flood elevations determined.

Given the proposed improvements may take place within the riparian zone or within the flood hazard area, various Flood Hazard Area Permits may be required including but not limited to, Permit-by-Rules, General Permits, or an Individual Permit. If the project is considered a major development in terms of stormwater, as in there will be more than 1 acre of ground disturbance or more than $\frac{1}{4}$ acre of new impervious surface, an Individual Permit will be required. Once the concept plan is developed, the specific permits required will be identified and discussed with the NJDEP during a pre-application meeting.

Based on a preliminary review of USGS StreamStats, Crystal Lake appears to drain less than 50 acres and therefore would not have a flood hazard area associated with it (in accordance with N.J.A.C. 7:13-2.3). CME will confirm these findings and discuss with the NJDEP during the pre-application meeting.

CME will prepare and submit all required information for a NJDEP Permit application based on the final design. This includes preparing public notices, an Environmental Report demonstrating compliance with the regulations, permit plans, and a stormwater/design report where necessary. It is understood that the permit fees are the responsibility of the Township.

Freshwater Wetland Protection Act Rules

While freshwater wetlands are not mapped on site, it is probable that wetlands will exist within the vicinity of Crystal Lake. As such, a site visit will be conducted to confirm these findings. If wetlands are identified in the area, it is likely that the wetlands will be considered intermediate resource value and require a 50-foot transition area (as found at N.J.A.C. 7:7A-3.3(d)).

Should freshwater wetlands, transition areas, or State open waters be disturbed for this project, various General Permits will be required including but not limited to General Permit 11 – outfalls and intake structures, General Permit 17 – trails and boardwalks, General Permit 19 – docks and piers, General Permit 20 – bank stabilization, General Permit 21 – above ground utility lines, or General Permit 25 – minor channel or stream cleaning for local



Ms. Zayibeth Carballo
Township of West Orange
Re: Professional Engineering Services
Oskar Schindler Performing Arts Center and
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October 24, 2024

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government agencies. The project will be required to comply with various requirements specific to each permit.

Once the concept plan is developed, the specific permits required will be identified and discussed with the NJDEP during a pre-application meeting.

CME will prepare and submit all required information for a NJDEP Permit application based on the final design. This includes preparing public notices, an Environmental Report demonstrating compliance with the regulations, permit plans, and a stormwater/design report where necessary. It is understood that the permit fees are the responsibility of the Township.

Site Investigation

Based on a preliminary desktop assessment of the environmental conditions revealed within the NJDEP's GeoWeb online GIS resource and the USDA Web Soil Survey, freshwater wetlands do not appear to be located within the project area. Therefore, CME will conduct a site visit to confirm these findings, utilizing the methodologies outlined in the Federal Manual for Identifying and Delineating Jurisdictional Wetlands (1989), as required by the NJDEP under the Freshwater Wetlands Protection Act Rules. If wetlands are present, the wetland/upland boundaries will be determined based upon field examination of topography, hydrology, soils, and vegetation characteristics at the site. Additionally, CME will also identify top of bank for regulated waters within the proposed work area to accurately represent the riparian zones associated with the State open waters adjacent to the site. Top of bank is typically characterized by an observable change or break in the slope of the land along a regulated water. In the event this break is not identifiable, other methods described in Flood Hazard Area Control Act Rules will be utilized to define top of bank.

State Historic Preservation Office (SHPO)

The project site is not mapped as a historic property, historic district, or historic archeological site according to the Departments NJ-GeoWeb online GIS resources. As such, SHPO comments are not anticipated while the wetlands application is being reviewed. This will be discussed during the pre-application meeting.

Geotechnical Phase

This phase includes an exploration of the subsurface soil and groundwater conditions within the zone of influence of the proposed construction and evaluation of soil conditions with respect to their engineering properties. These investigations will be critical to the placement,



Ms. Zayibeth Carballo
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design, and permitting if stormwater improvements are required. Soil testing will be carried out in accordance with the requirements of the N.J.A.C. 7:8 and the *NJ Stormwater Best Management Practices Manual*, Chapter 12.

Soil Exploration – CME Associates will conduct up to 10 soil profile pit assessments to depths of 12-15 feet below grade or until the water table is encountered. These assessments will be conducted in accordance with the NJDEP's Stormwater Best Management Practices Manual, Chapter 12: Soil Testing Criteria. A minimum of one (1) soil sample will be collected in the most hydraulically restrictive soil layer above the seasonal high-water table elevation and below the bottom of the proposed basin in each pit. Permeability testing will be conducted utilizing the tube permeameter methodology. The results of the test pits and permeability testing will be included in the Stormwater Management Report/Drainage Narrative.

NJDEP Regulatory permit fees are to be provided by the Township at the time of the application.

3. HUDSON-ESSEX-PASSAIC SOIL CONSERVATION DISTRICT (SCD)

It is anticipated that Certification by the Hudson-Essex-Passaic SCD will be required due to the limits of disturbance. Our office will prepare and submit the following items in support of the SCD application:

- SCD application form;
- Soil Erosion and Sediment Control Plans in accordance with "Standards" pursuant to N.J.S.A. 4:24-39 and N.J.A.C. 2:90-1.1;
- Revisions as requested from the SCD within the 60-day review & approval period; and
- Request for NJDEP Stormwater General Permit Authorization (RFA) to discharge stormwater from a construction site.

The SCD certification, inspection, and administrative fee and RFA is to be provided by the Township at the time of the applications.

4. FINAL DESIGN SERVICES

The work under this task will include the following:

- A. Prepare Preliminary Plans and Cost Estimate for final review and approval;



Ms. Zayibeth Carballo
Township of West Orange
Re: Professional Engineering Services
Oskar Schindler Performing Arts Center and
Crystal Lake Improvements

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- B. Prepare a Drainage Report;
- C. Prepare a Final Plan Set incorporating Township Comments to include but not be limited to the following:
 - Cover Sheet with location map
 - General and Construction Notes with legends
 - Existing Conditions/Survey Plan
 - Control Plan
 - Demolition Plan
 - Construction Plan
 - Grading Plan and Earthwork Summary
 - Utility Plan including profiles
 - Landscaping Plan
 - Soil Erosion and Sediment Control Plan and Details
 - Traffic Control and Detour Plans and Construction Details
- D. Prepare Specifications;
- E. Prepare Final Engineer's Estimate; and,
- F. Attend four (4) meetings with the Township Officials for Kickoff, Preliminary Design, Public Presentation and Final Design.

5. BID PHASE

The work under this task will include the following:

- A. Provide 20 sets of plans and specifications;
- B. Respond to Request for Information (RFI) during the bid period;
- C. Issuance of Addenda(s) to the Qualified Purchasing Agent;
- D. Bidding documents (plans and specifications) deliverables to the Township via AutoCAD, hard copy and PDF files.



**Consulting & Municipal
ENGINEERS**

Ms. Zayibeth Carballo
Township of West Orange
Re: Professional Engineering Services
Oskar Schindler Performing Arts Center and
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Fee Estimate

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

A. Land Surveying Services.....	\$40,000.00
B. Civil Engineering Services.....	\$80,000.00
C. Soil Conservation District	\$1,500.00
D. Final Design Services.....	\$35,000.00
E. Bid Phase Services	\$3,500.00

Total Lump Sum Fee for Services \$160,000.00

Construction Administration Services (Separate Fee)

The following services will be provided under this phase:

- A. Contract preparation including review of bonds, insurance certificates and project manning reports;
- B. Attend preconstruction meeting;
- C. Provide assistance with interpretation of contract documents;
- D. Review shop drawings for site-related items;
- E. Provide construction observation services, prepare contractor punch lists and review and prepare pay estimates; and,
- F. Perform project close out and final pay estimate/close out change order.

The Lump Sum fee for Construction Administration Services is **\$60,000.00**.

Exceptions:

- Any work not specified as listed in the above phase shall be considered additional services and will be invoiced at the time said work is authorized by the Township.



Consulting & Municipal
ENGINEERS

Ms. Zayibeth Carballo
Township of West Orange
Re: Professional Engineering Services
Oskar Schindler Performing Arts Center and
Crystal Lake Improvements

October 24, 2024

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

Very truly yours,

CME Associates

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

TT/ab/pv

Proposal For Professional Services

Oskar Schindler Performing Arts Center (OSPAC) And Crystal Lake Improvements West Orange Township, Essex County, New Jersey

October 25, 2024



Submitted to:
West Orange Township

Table of Contents

Statement of Interest

SECTION 1 Scope of Services / Fee Schedule

SECTION 2 Personnel Assignments

SECTION 3 Sample Insurance Certificate

October 25, 2024

Zayibeth Carballo, PE, PLS, PP, CME, CFM, CFS
Director, Municipal Engineer
Department of Engineering
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052

Re: Proposal for Professional Services
Oskar Schindler Performing Arts Center (OSPAC)
and Crystal Lake Improvements

Dear Ms. Carballo:

Greenman-Pedersen, Incorporated (GPI) is pleased to submit our proposal for professional services related to improvements at the Oskar Schindler Performing Arts Center (OSPAC) and the adjoining Crystal Lake. The specific scope of work is set forth in the Request for Proposals, issued by the Township of West Orange and dated October 11, 2024, as may be clarified herein.

In our review of the Request for Proposals, we note that the scope includes activities that will require permitting from the New Jersey Department of Environmental Protection (NJDEP) while other activities do not. This office is recommending that the Township consider bidding those items requiring NJDEP approvals separate from those that do not. By splitting the project into two bid schedules the ordering of potential long-lead items, including but not limited to the electronic entrance sign, site furniture and playground equipment, will not be delayed by the NJDEP review process.

Our November 28, 2023 Qualifications Statement submitted to the Township demonstrates that our experienced staff can handle the project.

Enclosed for your review is our Proposal to Provide Professional Engineering Services, dated October 25, 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.

Respectfully submitted,



Andrew Cangiano, PE, CME
Director of Engineering



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

AC/TRL/rem
attachment

m:\proposal\trl\west orange\2024 oskar schindler art center\corresp\outgoing\2024-10-25 crystal lake proposal.docx

Section 1

Scope of Services / Fee Schedule



SCOPE OF SERVICES

DESIGN SERVICES

The Base Scope of Work will include the installation of ADA accessible seating for the amphitheater, the installation/rehabilitation of a 6 foot wide stone path around the perimeter of the lake, the installation of decorative LED pathway lighting along the perimeter path, the installation of a monument sign with programmable message board, and the installation of miscellaneous site furnishings such as benches and trash receptacles.

With respect to the work on the pathway, this proposal assumes that the surface will not be HMA as this surface will be counted as impervious and could qualify the project as a Major Development for Stormwater Design. Further, the RFP lists the pathway width as 6 to 8 feet. Since Freshwater Wetlands General Permit #17 will be utilized for this work, and since the permit conditions restrict the maximum pathway width to 6 feet, the pathway work will not widen any part of the pathway to more than 6 feet.

The project is not intended to qualify as a Major Development for Stormwater Design. Therefore, while not specifically required, GPI will include the replacement of inlet heads and grates as required by the stormwater management rules.

There are additional items listed in the Alternate Scope of Work. These items are specifically discussed in Section I of this proposal. The Township's decision on which, if any, of the additional items will be included in the project must be early in the project schedule to assure compliance with the timeline in the RFP.

A. SURVEYING SERVICES

1. Prepare a Conceptual Base Map utilizing public domain aerial orthographic images with tax map parcel and feature overlays, to be provided by the Township in CAD format.
2. Prepare a Boundary and Topographic Survey of the subject parcels, being known as Lot 1.02 (Crystal Lake) and Lot 5 (Oskar Schindler Performing Arts Center) and the area of the walking trail, with all three mentioned parcels encompassing approximately 9.3 acres of land, in accordance with N.J.A.C. 13:40-5.1 in support of permitting and construction plans. Corner markers will NOT be set under this agreement. We will obtain a ten-foot (10') overlap onto adjoining properties where accessible.

Prior to commencing with the survey, we require that the Township supply or make available, all pertinent information and documentation in the Township's possession relative to the subject parcel. Such information includes, but is not limited to, title reports/searches, area surveys, construction plans related to prior improvements to the property, records, deeds, original tract maps, public records, State, County, or Municipal maps. We also require any information on adjoining properties in the Township's possession. If the information supplied is not sufficient to render an accurate survey, GPI will make all reasonable efforts in accordance with the industry standard of care, to obtain additional required information. If, as a result of these efforts, not enough information is found to prepare a boundary survey, or if a title search is not supplied, or if ambiguous or clouded title areas are found, the Township will be notified in writing of the various options for proceeding with the project. These options may consist of additional fees necessary by either GPI, a title search consultant, attorneys, or other expert professionals to further research subject and adjoining deeds, investigate the chain of title, trace ownership to original cloth, identify easements, or other services pertaining to the specific problem related to the project. Our firm does not provide title search services; therefore, boundary surveying services offered herein will be subject to such facts as a complete title search might disclose.

3. Map the location of wetland flags and depict the locations of the associated buffers, FEMA Special Flood Hazard Area Zone lines, and riparian zones on the Survey plan.
4. Depict the horizontal limits of the tree canopy encompassing Crystal Lake.
5. Collect sufficient topographic information in the improved area of the OSPAC for the design of curb ramps and ADA accessible areas.

We will obtain horizontal and vertical information on the referenced site, including buildings, walks, driveways, concrete pads, walls, fences, curbs, curb ramps, swales, streams, top of bank, tree lines, horizontal limits of tree canopy, limits of parking areas, porches, steps, ramps, and visible storm, sanitary and other utility structures including utility poles. Individual, isolated trees will be located. We will obtain horizontal and vertical information, including the nearest upstream and downstream structure, type of structure, type of casting, size and types of pipes entering the structure, and inverts on accessible pipes from aboveground observation of the storm and sanitary sewer system.

Elevations on hard surfaces will be shown to the nearest hundredth foot (0.01') and ground elevations will be shown to the nearest tenth foot (0.1'). Contour lines will have a one-foot (1') interval.

6. Tie the field work horizontally into the North American Datum of 1983 (NAD 83), and vertically into the North American Vertical Datum of 1988 (NAVD 88).
7. Record water surface elevation information at Crystal Lake.
8. Set a minimum of two (2) elevation benchmarks on-site for future use by the Township or its agents.
9. Generate final topographic mapping at a scale of one inch equals fifty feet (1" = 50') or other appropriate scale that will be available in AutoCAD® Civil3D® 2024 ".dwg" format along with the boundary survey and survey control information.
10. Contract with an underground utility locating firm to provide a Level "B" markout on the OSPAC property and to provide sketches, ground surface marks, and a summary report of findings. We will locate markings on the ground which in conjunction with field sketches and reports by the utility locator subcontractor will be depicted on the Survey plan.

B. CONCEPT PHASE

1. Perform site inspection to establish extent of wetlands within work area. Assume the required buffers for Concept Plan discussion purposes.
2. Coordinate a Kick-off/Concept Plan meeting with municipal officials and/or department heads to finalize the Scope of Work. GPI will prepare a meeting agenda to establish meeting goals.
3. Prepare a draft Concept Plan for the overall project based upon Township clarifications. The Concept Plan is anticipated to be returned to the Township within one week of the Concept Plan meeting.
4. Prepare two color renderings based upon the Concept Plan and comments received within one week of the submission of the draft plan to the Township.
5. Create the Concept Plan while acknowledging that the version to be discussed with the NJDEP as part of permitting will only show the activities requiring NJDEP permits.

C. NJDEP PRE-APPLICATION PROCESS

1. Prepare a Pre-Application package in preparation for a Pre-Application meeting with the NJDEP. The package will follow the requirements of the checklist provided in the RFP.
2. Coordinate Pre-Application meeting with the NJDEP. Attend and prepare minutes of meeting.
3. Coordinate a meeting with Township officials to discuss NJDEP comments and their impact on the Concept Plan.
4. Establish final scope of work and project layout.

D. NJDEP PERMIT SUBMISSION PACKAGE

1. Pursuant to NJAC 7:13-2.3(b), *a flood hazard area exists along every regulated water that has a drainage area of 50 acres or greater. If a regulated water has a drainage area of less than 50 acres, the water does not possess a flood hazard area that is regulated under this chapter.* Based upon the documentation attached to the RFP, and our independent review, the Crystal Lake has a drainage area of approximately 23 acres. Therefore, Flood Hazard Area permitting relating to flood hazard areas is not anticipated, or included in this proposal. However, it is acknowledged that permitting will be required for disturbance in the Riparian Zone.
2. Crystal Lake is tributary to the Rahway River. Pursuant to NJAC 7:9B-1.15(f), the Rahway River is not a Category One Water. Therefore, design considerations, including mitigation, for Category One Waters are not anticipated or included in this proposal.
3. Prepare combined application for Freshwater Wetlands (FWW) Letter of Interpretation (LOI) and FWW General Permits (GP) for the improvements shown on the accepted Concept Plan. The need for an FWW Individual Permit (IP) is not anticipated. Potential permits are as follows:
 - a. General Permit 2—Underground utility lines.
 - b. General Permit 11—Outfalls and intake structures.
 - c. General Permit 17—Trails and boardwalks.
 - d. General Permit 19—Docks and piers.
 - e. General Permit 20—Bank stabilization
 - f. General Permit 21—Above ground utility lines.
 - g. General Permit 25— Minor channel or stream cleaning for local government agencies.

E. HUDSON-ESSEX-PASSAIC SOIL CONSERVATION DISTRICT (SCD)

1. Complete SCD application forms.
2. Include Soil Erosion and Sediment Control Plan, with construction details, in the plan set.
3. Prepare Engineering Report.
4. Complete revisions as may be requested by SCD.
5. Request NJDEP Stormwater General Permit Authorization (RFA).

F. FINAL DESIGN OF CONSTRUCTION PLANS

GPI assumes the need for the preparation and submission of two separate sets of bid construction documents. One set will be prepared in advance for work not under NJDEP jurisdiction. A second set for work requiring NJDEP permits will also be prepared. The following sequence is for each bid package submission:

1. Finalize preliminary plans incorporating permit conditions and contract items in comprehensive plans set to be reviewed by the Township. Prepare preliminary cost estimate for the project.
2. Coordinate a Final Design meeting with Township officials to establish consensus of the final design.

3. Coordinate and attend a Public Presentation meeting for the project.
4. Following plan approval by Township, prepare construction plans, specifications and estimate to be supplemented by the West Orange front-end documents to be provided by the Township.

Adherence to bid schedule is contingent upon timely responses from the Township with respect to choosing the make and model of site improvements such as light fixtures, entrance sign, floating dock, seating, pedestrian bridge, playground equipment and surface type, etc. as may be applicable to the ultimate content of the improvements.

G. BID PHASE

1. Assemble 20 copies of two bid packages with separate work scopes. The first bid package will include those work items not under the jurisdiction of the NJDEP permitting process and is anticipated to be advertised in the Spring of 2025. The second bid package will include those work items requiring NJDEP permits and is anticipated to be advertised in July of 2025. Bid packages will be provided to the Township of West Orange for distribution to bidders.
2. Respond to Requests for Information (RFI) from prospective bidders.
3. Issue addenda and/or clarifications as required.
4. Attend bid opening and prepare Recommendation of Award.

H. CONSTRUCTION ADMINISTRATION SERVICES

1. Coordinate Pre-Construction Meeting with successful bidder and Township officials. Township to provide list of Township officials to be invited to the Pre-Construction Meeting.
2. Chair Pre-Construction Meeting and provide draft minutes to all attendees within one week of meeting. Minutes to be amended based upon attendee comments and become final one week from distribution of draft minutes.
3. Provide full-time construction observation and prepare daily observation reports.
4. Review and respond to change order requests by contractor.
5. Review and respond to payment requests by the contractor.
6. Perform initial project completion walk-through and punch list preparation.
7. Perform final project walk-through for final approval.
8. This item is specifically limited to 150 hours of construction management and 800 hours of construction observation. This is based on an assumed five month construction period encompassing both construction contracts as proposed above.

I. ALTERNATE CONSTRUCTION ITEMS

The RFP sets forth a number of significant alternate construction items that are being considered. The listing below represents our understanding of the scope of work involved with each of the alternate items. It is expected that the Township will advise which, if any, of the alternate items will be included in the project at the Kick-off/Concept Plan meeting as noted in Scope Item B2, herein. Changing the inclusion or exclusion of an alternate item during the design process may result in extra design fees.

The following is offered:

1. Fishing Pier and Floating Dock

It is anticipated that these will be pre-manufactured items chosen by the Township. This item will require NJDEP permitting, representation on the plans and construction details, and in the technical specifications. Additional construction administration will also be required in the form of shop drawings, inspections, and payment coordination. The work performed by GPI specifically is limited to the foundation design of the pier and/or dock. The structural design is to be performed by a professional engineer, licensed in the State of New Jersey, under the responsibilities of the pier and/or dock vendor.

2. Paddle Boat/Kayak Launch Area

This item will require NJDEP permitting, representation on the plans and construction details, and in the technical specifications. Additional construction administration will also be required in the form of shop drawings, inspections, and payment coordination. The work performed by GPI specifically is limited to the foundation design of the paddle boat/kayak launch area. The structural design is to be performed by a professional engineer, licensed in the State of New Jersey, under the responsibilities of the paddle boat/kayak launch area vendor.

3. Prefabricated Pedestrian Bridge

This item will require NJDEP permitting, representation on the plans and construction details, and in the technical specifications. Additional construction administration will also be required in the form of shop drawings, inspections, and payment coordination. The work performed by GPI is limited to the foundation design of the bridge. The structural design is to be performed by a professional engineer, licensed in the State of New Jersey, under the responsibilities of the bridge vendor.

4. Small Shoreline with Outdoor Shower

This item will require NJDEP permitting, representation on the plans and construction details, and in the technical specifications. Additional construction administration will also be required in the form of shop drawings, inspections, and payment coordination. The work will assume that the showers are basically a shower head over a concrete pad that will drain to the surface. It is also assumed that water will be available from one of the existing structures and that structure will have sufficient space and utility capacity for a water heater, if desired. GPI will design piping and utility connections associated with this item.

5. Seating Area Pavilion

It is anticipated that this will be a pre-manufactured item chosen by the Township. This item will require representation on the plans and construction details, and in the technical specifications. Additional construction administration will also be required in the form of shop drawings, inspections, and payment coordination. The work performed by GPI will include foundation design for the pavilion. The structural/architectural design is to be performed by a professional engineer, licensed in the State of New Jersey, under the responsibilities of the pavilion vendor.

6. Playground

It is anticipated that the playground equipment will be pre-manufactured items chosen by the Township. This task will require representation on the plans and construction details, and in the technical specifications. Additional construction administration will also be required in the form of shop drawings, inspections, and payment coordination. The work performed by GPI specifically excludes the structural design of the playground equipment. The structural/footing design is to be performed by a professional engineer, licensed in the State of New Jersey, under the responsibilities of the playground equipment vendor.

7. Concession Stand

Pursuant to a clarification email from the Township of October 18, 2024, this item will consist of a paved area for a food truck to park. The food truck parking space will be provided with a 50 Amp waterproof outlet on a pedestal to allow the food truck to operate under electrical power without running an individual generator.

ASSUMPTIONS

1. The project timeline is acknowledged to be somewhat aggressive due to grant conditions. This proposal assumes that the Township will provide its choice of all required furnishings (entrance sign, benches, playground equipment, light fixtures, pavilion, seating, fishing pier, floating dock, etc.) in a timely manner so as to not delay the preparation of the documents listed herein.
2. The alternate construction item(s) to be included into the project, if any, will be specified at the Kick-off/Concept Plan meeting described in Scope of Work Item B2 herein.
3. The on-site utilities are sufficient to support the furnishings included in the Scope of Work.
4. The project will not be LEED or Energy Star certified.
5. Grant coordination is not included in the GPI Scope of Work.
6. Geotechnical explorations and soil testing for regulated materials are not included in the GPI Scope of Work.
7. The design of the complete project will not cause the project to qualify as a Major Development for Stormwater Design.
8. The design will abide by the restrictions of the NJDEP General Permit(s) applicable to the work.
9. The Township will pay all application, permit and review fees directly to the jurisdictional entity.
10. GPI will provide copies of all submitted documents in paper form as well as electronic (.pdf) format. Drawings, including the Boundary and Topographic Survey, will be provided in AutoCadd (.dwg) format.

BASE FEE SCHEDULE

Surveying Services	\$45,200.00
Concept Phase	\$22,700.00
NJDEP Concept Phase	\$7,800.00
NJDEP Permit Submission Package	\$28,000.00
Hudson-Essex-Passaic Soil Conservation District	\$3,700.00
Final Design of Construction Plans & Specifications	\$41,200.00
Bid Phase	\$3,500.00
Construction Administration Services – Not To Exceed(1)	\$114,000.00
Reimbursable Expense - Underground Utility Location	\$8,000.00
Reimbursable Expenses (Reproduction, Mileage, Postage) – Not to Exceed	\$1,500.00

TOTAL BASE FEE **\$275,600.00**

- (1) GPI has prepared its fee based upon full-time inspection for the construction period specified in the RFP to be invoiced on a Time & Expense basis with the Not to Exceed amount listed above.

ALTERNATES FEE SCHEDULE

Fishing Pier & Floating Dock	\$10,700.00
Paddle Boat / Kayak Launch Area	\$10,700.00
Pre-Fabricated Pedestrian Footbridge	\$11,400.00
Shoreline and Outdoor Showers	\$9,600.00
Seating Area Pavilion	\$9,600.00
Playground	\$7,800.00
Food Truck Area	\$7,200.00

HOURLY BILLING RATES

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

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

Rates Subject to Change Annually

Section 2

Personnel Assignments



PERSONNEL ASSIGNMENTS

Thomas Lemanowicz, PE, PP, CME, Principal Engineer, will be responsible for the overall design, contract adherence, and overall project supervision. He will be assisted by Engineering Department staff members Michael Pirog, PE, CME, Project Engineer and Ryan Mangano, Senior Designer. Quality Assurance-Quality Control (QAQC) will be performed by Andrew Cangiano, PE, CME, Director of Engineering – Morris Plains Office.

Section 3

Sample Insurance Certificate





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/19/2023

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

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

PRODUCER PG Genatt Group LLC 3333 NEW HYDE PARK RD SUITE 409 NEW HYDE PARK NY 11042	CONTACT NAME: Jeff Kozarsky PHONE (A/C, No., Ext): 516-869-8788 E-MAIL: jkozarsky@genattgrp.com FAX (A/C, No.): 516-470-0338
INSURED Greenman Pedersen, Inc. (Morris Plains) 301 Gibraltar Drive, Suite 2A Morris Plains NJ 07950	INSURER(S) AFFORDING COVERAGE INSURER A: XL Specialty Insurance Company INSURER B: Everest National Insurance Company INSURER C: North Pointe Insurance Company INSURER D: QBE Insurance Corporation INSURER E: Stonington Insurance Company INSURER F: Allied World Assurance Company (U.S.) Inc.

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 ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			161001112	12/31/2023	12/31/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DEF ☒ 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

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**RESOLUTION AUTHORIZING THE COLLECTOR OF TAXES TO REBATE PAYMENT TO THE LISTED
TAXPAYER PURSUANT TO FINAL JUDGMENT BY THE TAX COURT OF NEW JERSEY**

WHEREAS, final judgment on tax appeals has been rendered by the Tax Court of New Jersey

on the petitions of the taxpayers listed on the attached schedule reducing the assessment.

WHEREAS, such judgment by merit of N.J.S.A. 54:3-27.2 shall be conclusive and binding upon the
municipal assessor and taxing district;

NOW, THEREFORE BE IT RESOLVED by the West Orange Township Council that the Collector
of Taxes and Treasurer of West Orange, be and they are hereby authorized, empowered and directed to
cause to be paid to the said taxpayers the sums in full and final satisfaction to tax rebates due:

ADDRESS: 622 EAGLE ROCK AVENUE					
BLOCK:	154				
LOT:	11				
	ASSESSMENT				
YEAR	ORIGINAL	JUDGMENT	DIFFERENCE	TAX RATE	AMOUNT DUE
2024	\$ 5,504,500.00	\$ 4,000,000.00	\$ 1,504,500.00	4.598	\$ 69,176.91
				BILLED:	\$ 187,360.00
				PAID:	\$ 192,960.00
TOTAL				REFUND:	\$ 5,600.00
PAYABLE TO:					
ZIPP & TANNENBAUM, LLC					
280 RARITAN CENTER PARKWAY					
EDISON, NJ 08837					

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

Bill Rutherford, Council President

Adopted: November 12, 2024

I hereby certify funds are available from Account No. _____

John Ditinyak, Chief Financial Officer

RESOLUTION

WHEREAS, the Township of West Orange (“Township”) and Borough of Roseland (“Roseland”) have previously executed Inter-Local Agreements whereby the Township would provide Roseland with certain animal control services in exchange for quarterly payments by Roseland to the Township (the “Inter-Local Agreement”); and

WHEREAS, the Township now intends to renew the Inter-Local Agreement, for a two (2)-year term, whereby animal control services shall be provided to Roseland from January 1, 2025 to December 31, 2026 (the “Agreement”); and

WHEREAS, under the Agreement, the Borough of Roseland will pay the Township of West Orange the sum of \$18,925 per annum to be prorated on a quarterly basis of \$4,731.25 per quarter for the contract year 2023 and the sum of \$19,872 per annum to be prorated on a quarterly basis of \$4968.00 per quarter for the contract year 2024; and

WHEREAS, this Resolution authorizes that twenty-five (25%) of the per annum amount for each contract year be dedicated to and placed in the dog license account to cover the cost of personnel and other expenses authorized under the Agreement ; and

WHEREAS, the Township’s Health Officer has reviewed the Agreement and recommends execution of the terms contained therein; and

WHEREAS, pursuant to the Roseland Resolution and as stated in the Inter-Local Agreement, Roseland has agreed to indemnify the Township for any services provided for the Borough, as stated in Schedule A attached to the Agreement;

NOW, BE IT HEREBY RESOLVED, by the Township Council of the Township of West Orange that the Mayor be and is hereby authorized to execute and counter-sign the

Agreement with the Borough of Roseland annexed hereto as Exhibit “A,” and the Municipal Clerk be and is hereby authorized to attest to the Mayor’s signature thereon;

RESOLVED that notice of this award shall be available in the Clerk’s office in accordance with any applicable law.

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

Bill Rutherford
Council President

Adopted: November 12, 2024

INTER-LOCAL AGREEMENT

THIS AGREEMENT, made this **1st day of January, 2025** by and between the Township of West Orange, a municipal corporation of the State of New Jersey, having principal offices at 66 Main Street, West Orange, NJ 07052, hereinafter referred to as "Provider," and the BOROUGH OF ROSELAND, a municipal corporation of the State of New Jersey, having principal offices at 19 Harrison Avenue, Roseland, NJ 07068, hereinafter referred to as "Recipient;"

WITNESSETH

WHEREAS, N.J.S.A. 26:3-22, authorized adjacent municipalities to contract for municipal services; and

WHEREAS, the Recipient (Roseland) wishes to retain the services of the Provider (West Orange) for Animal Control Services for a period of two years beginning **January 1, 2025 and ending December 31, 2026**.

NOW THEREFORE, in consideration of the foregoing and subject to the terms and conditions, the parties hereto agree as follows:

1. The Provider shall make their Animal Control Services available to the Recipient on a daily basis, as needed, for five (5) days a week. Saturday, Sunday, holiday and night emergency services will be provided as needed. Emergency service is defined as the care of injured animals, trapped animals, sick animals, animals whose lives are endangered or animals that are providing a danger to humans (also on an emergency basis, the provider will assume control, as described in paragraph 9 below, of animals that have bitten a human being).

2. The Recipient will pay the provider the sum of \$18,925.00 per annum to be prorated on a quarterly basis of \$4,731.25 per quarter and paid within thirty (30) days of receipt of invoice for the contract year 2025 and the sum of \$19,872 annum to be prorated on a quarterly basis of \$4,968.00 per quarter and paid within thirty (30) days of receipt of invoice for the contract year 2026.

3. The payments set forth above shall include all costs incurred by the Provider or its Animal Control Officers in the maintenance of its kennels, costs expenses and maintenance of vehicles to be used by the Animal Control Officers and all necessary insurance except the care and treatment of injured animals which will be the responsibility of the Recipient or an owner, if located.

4. The Animal Control Officers shall patrol and inspect the streets of the Recipient for licensed and unlicensed dogs running at large for the purpose of impoundment or the issuing of summonses to the owners thereof where possible and appropriate.

5. Upon request of the Recipient, the Animal Control Officers shall respond to any emergency that is defined in paragraph 1. Emergency treatment will be given to an ill or injured

animal as required by State regulations under Title 8. Sick and injured animals, including wildlife, requiring immediate medical attention will be taken to an emergency veterinary clinic designated by the Recipient. If there is no known owner, the cost of emergency veterinary care will be the responsibility of the Recipient. If an owner is ascertained, those costs will be borne by the owner of the animal, billed by the emergency veterinary clinic designated by the recipient.

6. The Animal Control Officers shall, at the request and the cost of an owner of an unwanted animal, render assistance in delivering said animal to an appropriate local humane shelter. Private services shall be in all instances, a matter between the owner and the Provider. Private Service is described in paragraph 14 of this agreement.

7. When specifically notified by the Recipient, the Provider shall attempt to impound any stray or licensed dog or cat running at large on the streets of the Recipient Municipality. When such impoundment occurs, the dog or cat shall be held for a period of seven (7) days unless claimed earlier by the owner; then such dog or cat shall be put up for adoption or humanely disposed of, but in no way whatsoever, shall they be made available for experimentation.

8. Any person may redeem their dog, cat or other animal from the Provider's Animal Control Facility located at 311 Lakeside Avenue, West Orange, NJ 07052. The redemption hours are set by the Provider or through an appointment time designated by the Provider's Animal Control Officers. The redemption of said animals will be completed upon the payment to the Provider the sum of \$30.00 pick up fee, Monday – Friday; 8:30 a.m. – 5:00 p.m. There will be an \$85.00 pick up fee for other hours, weekends and holidays and a boarding fee of \$7.00 for each day that the animal has been impounded up to and including seven (7) days. After the seven (7) day period the dog, cat or other animal becomes the property of the Provider unless otherwise arranged. No redemption will be honored unless the owner provides a current dog license as set forth in State Statutes.

9. Any stray dog or cat in the custody of the Provider and charged with biting a human being, shall be quarantined and isolated from other animals for the regular quarantine period of at least ten (10) days. The cost of this shall be to the owner or person who is bitten or scratched or, if the person is a minor, the legal guardian, if established. Any other animal suspected of biting, scratching or exposing a human being or domestic pet with rabies will be euthanized by the Provider. The specimen will be prepared for analysis by the Provider and turned over to the Recipient's Health Department for transportation to the State Department of Health Laboratory.

10. Transportation of the head of an animal suspected of rabies to the State Department of Health shall be provided by the Provider under the condition that said animal expired on the premises before the ten (10) day quarantine period referred to in Paragraph 9 above had elapsed. The fee for removal of the head and delivery for rabies examination will be paid by the owner of the animal if known; if not known, by the person bitten. An owner may quarantine his own animal with permission of the Recipient's Health Officer. All quarantine functions and animal bite reporting will be the responsibility of the Recipient's Health Department. The Health Officer of the Recipient's Health Department shall be responsible for the collection, reporting and analysis of birds suspected of carrying the West Nile Virus.

11. The Provider agrees to furnish the necessary vehicles to be used by the Animal Control Officers solely for the performance of their duties under this agreement. Said vehicle will be insured by the Provider.

12. It is understood and agreed between the parties that the Animal Control Officers shall be employees of the Provider and that the Provider is responsible for any damage caused by said Animal Control Officer, but is not responsible for damage caused by any animals within the Municipality.

13. The Provider's services include the handling of all animals as described. The charges for owned animals shall be the responsibility of the owner.

14. Removal of an animal, including wildlife, on private property, inside of a home, apartment building, garage, roof, etc., is not covered under this standard contract and constitutes private service. The Provider will respond to private service calls; however, the owner of the premises will be charged Eighty-five (\$85.00) Dollars per hour during regular business hours and Ninety-Five (\$95.00) Dollars per hour during evening hours, holidays and weekends for this service. The payment for this service shall be made by check payable to the West Orange Health Department at the completion of the rendered services.

15. Stray animals, including wildlife outside of a residence shall be handled by the Provider. Traps are available from the Provider with a deposit of Sixty-five (\$65.00) Dollars and fee of \$5.00 per day, which will be deducted from the deposit. Dog traps are also available with a deposit of One Hundred and Twenty-five (\$125.00) Dollars and a fee of \$10.00 per day, which will be deducted from the deposit. Traps are not to be set on weekends or nights or with poor weather (rain, snow, extreme cold or heat above 90 degrees).

16. The Recipient will be charged a boarding fee of fifteen (\$15.00) Dollars per day for any animals brought to the Provider who are involved in litigation and cannot be released to their owners.

17. The Provider will pick up large dead animals, such as, squirrels, raccoons, opossums, dogs and cats on private property only. The Recipient's Department of Public Works will pick up dead animals on public roadways and remove dead deer within the Borough.

18. The Recipient will indemnify and hold and save the Provider harmless and against any and all loss, damage, liability and claims whatsoever caused, resulting directly or indirectly from the performance of this agreement.

19. Under the terms of this contract, one or both parties may terminate the contract within sixty (60) days' written notice to the other party by Certified Mail, Return Receipt Requested, and accompanied by a Resolution of withdrawal by one or both parties. Upon the expiration, all rights and obligations between the parties under this contract shall cease and be deemed null and void.

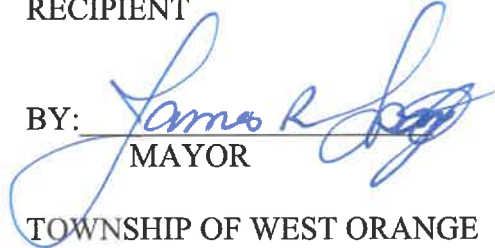
20. The term of this Inter-Local Agreement shall be two (2) years and the parties hereto agree to be bound by the provision of Schedule A attached hereto and made a part hereof.

ATTEST:
BOROUGH CLERK



BOROUGH OF ROSELAND
RECIPIENT

BY:
MAYOR



TOWNSHIP OF WEST ORANGE
PROVIDER

ATTEST:
KAREN CARNEVALE, R.M.C
TOWNSHIP CLERK

BY:
MAYOR SUSAN McCARTNEY

SCHEDULE A

ADDENDUM TO ANIMAL CONTROL SERVICES CONTRACT BETWEEN THE TOWNSHIP OF WEST ORANGE, PROVIDER, AND THE BOROUGH OF ROSELAND, RECIPIENT.

1. The Borough of Roseland will indemnify and hold harmless the Township of West Orange with reference to any cause of action resulting from or arising out of any act or conduct by the Animal Control Officers when said act or conduct is solely and exclusively for the performance of his duties and obligations to the Borough of Roseland pursuant to the terms and conditions of this Contract. In the event the Township of West Orange receives notification of any cause of action or claim which it contends arises out of the employment by the Borough of Roseland of the services of the Animal Control Officers pursuant to the terms of this Contract, said notification shall be made promptly to the Borough of Roseland by directing same to the Mayor and Business Administrator.
2. The Borough of Roseland shall indemnify and hold harmless acts, conduct or services of the Animal Control Officers when said individuals are acting solely and exclusively for the Borough of Roseland provided that said acts, conduct or services arise out of and are in the scope and duties of the Animal Control Officer's employment. It is the intent of this provision that the Animal Control Officers shall conduct themselves pursuant to general principles, obligations, duties and responsibilities governing the general nature and standards of Animal Control services recognized throughout the State of New Jersey.

**AN ORDINANCE AMENDING CHAPTER 3, SECTION 17.1 OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST ORANGE
(ORDINANCE AND RESOLUTION - Preparation)**

BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF WEST ORANGE, NEW JERSEY that Chapter 3 of the Revised General Ordinances of the Township of West Orange be and are hereby amended as follows:

I. PURPOSE

The purpose of this ordinance is to require that ordinances which revise or amend provisions of the West Orange Municipal Code be drafted in a manner to show the changes being made to the Code under the Ordinance.

II. CHAPTER 3, SECTION 17.1 SHALL BE AND HEREBY IS AMENDED AND SUPPLEMENTED TO INCORPORATE THE FOLLOWING:

3-17.1 Preparation.

Ordinances and resolutions shall be prepared for the consideration of Township Council by the Township Attorney or the legal assistant upon motion of the Council or request of the Mayor. Prior to introduction, each proposed ordinance requiring or permitting administrative action shall be submitted to the Business Administrator and the department head concerned. Ordinances which revise or amend provisions of the West Orange Municipal Code shall be drafted in a manner showing the revisions or amendments being made to the Code.

III. REPEAL OF CONFLICTING ORDINANCES

Any Ordinances of the Township which are in conflict with this Ordinance are hereby repealed to the extent of such conflict.

IV. SEVERABILITY

If any part of this Ordinance shall be deemed invalid, such parts shall be severed and the invalidity thereof shall not affect the remaining parts of this Ordinance.

VI. EFFECTIVE DATE

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

SUSAN McCARTNEY, MAYOR

**BILL RUTHERFORD,
COUNCIL PRESIDENT**

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

INTRODUCED: October 29, 2024

ADOPTED: November 12, 2024

2879-24
Legislative History

The purpose of this ordinance is to require that ordinances which revise or amend provisions of the West Orange Municipal Code be drafted in a manner to show the changes being made to the Code under the Ordinance.

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7, TRAFFIC, SUBSECTIONS 7-7.3
TEMPORARY PARKING PROHIBITION FOR SNOW PLOWING AND REMOVAL, 7-14.1c NIGHT PARKING
RESTRICTED, AND 7-12 PARKING PROHIBITED FOR STREET CLEANING AND MAINTENANCE OF THE
REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST ORANGE**

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

Section 1. Subsection 7-7.3 Temporary Parking Prohibition for Snow Plowing and Removal, 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*):

<u>Name of Street</u>	<u>Side</u>	<u>Days</u>	<u>Location</u>
Oxford Terrace	West	All	Entire Length

Section 2. Subsection 7-14.1c Night Parking Restricted, 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*):

EXCEPTIONS

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Oxford Terrace	Both	Entire Length

Section 3. Subsection 7-12 Parking Prohibited for Street Cleaning and Maintenance, 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*):

<u>Name of Street</u>	<u>Sides</u>	<u>Hours and Days</u>	<u>Location</u>
Oxford Terrace	East	Mondays 9AM-12PM	Entire Length
Oxford Terrace	West	Thursdays 9AM-12PM	Entire Length

Section 4. If any provisions of this Ordinance or application thereof, under any circumstances, is held invalid, the invalidity shall not affect any of the provisions or applications of this Ordinance that can be given effect without the valid provision(s) or application and to this end, the provisions of this Ordinance are severable.

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

Susan McCartney, Mayor

Bill Rutherford, Council President

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

Introduced: November 12, 2024

Adopted: November 25, 2024

LEGISLATIVE HISTORY

This Ordinance creates an opportunity for overnight parking on Oxford Terrace, where residents need on-street parking in addition to their private driveways. In addition, the ordinance requires the residents to move those vehicles as needed for the purpose of snow plowing, street sweeping and other maintenance at certain times.

TOWNSHIP OF WEST ORANGE

ORDINANCE NUMBER 2881-24

**ORDINANCE OF THE TOWNSHIP OF WEST ORANGE, IN THE
COUNTY OF ESSEX, STATE OF NEW JERSEY PROVIDING FOR
A SPECIAL EMERGENCY APPROPRIATION IN AN AMOUNT
NOT TO EXCEED \$1,800,000 TO FUND CONTRACTUALLY
REQUIRED SEVERANCE LIABILITIES RESULTING FROM THE
RETIREMENT OF EMPLOYEES IN THE TOWNSHIP**

WHEREAS, N.J.S.A. 40A:4-53h provides that a local unit such as the Township of West Orange, in the County of Essex, State of New Jersey (the "Township"), may adopt an ordinance authorizing a special emergency appropriation for the payoff of contractually required severance liabilities resulting from the layoff or retirement of employees of the Township; and

WHEREAS, pursuant to N.J.S.A. 40A:4-53h, the Township desires to authorize a special emergency appropriation in the amount of \$1,800,000 to fund the cost of contractually required severance liabilities resulting from the retirement of employees of the Township.

BE IT ORDAINED AND ENACTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST ORANGE, IN THE COUNTY OF ESSEX, STATE OF NEW JERSEY (not less than the majority of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1. Pursuant to N.J.S.A. 40A:4-53h, the amount of \$1,800,000 (i) is hereby appropriated to fund the cost of contractually required severance liabilities resulting from the retirement of employees of the Township, and (ii) shall be deemed a special emergency appropriation as defined and provided for in N.J.S.A. 40A:4-53h.

SECTION 2. To finance the appropriation authorized hereunder, and described in Section 1 hereof, special emergency notes of the Township (the "Notes") shall be authorized by a resolution of the Township Council of the Township to be adopted in accordance with the provisions of N.J.S.A. 40A:4-55.

SECTION 3. A certified copy of this ordinance as finally adopted will be filed with the Director of the Division of Local Government Services, in the New Jersey Department of Community Affairs.

SECTION 4. This ordinance shall take effect twenty (20) days after final adoption and approval by the Mayor.

ADOPTED ON FIRST READING

DATED: November 12, 2024

KAREN J. CARNEVALE, R.M.C.
Municipal Clerk

BILL RUTHERFORD, Council President

ADOPTED ON SECOND READING
DATED: November 25, 2024

KAREN J. CARNEVALE, R.M.C.
Municipal Clerk

BILL RUTHERFORD, Council President

APPROVAL BY THE MAYOR ON THIS ____ DAY OF _____, 2024.

SUSAN MCCARTNEY, Mayor

TOWNSHIP OF WEST ORANGE

PUBLIC NOTICE

NOTICE OF PENDING ORDINANCE

The ordinance, the title of which is published herewith, was introduced and approved upon first reading at a meeting of the Township Council of the Township of West Orange, in the County of Essex, State of New Jersey, held on November 12, 2024, and will be further considered for final passage, after public hearing thereon, at a meeting of said Township Council to be held on November 25, 2024 at 7:00 p.m.

The purpose of this ordinance is to authorize a special emergency appropriation in an amount not to exceed \$1,800,000 to fund the cost of contractually required severance liabilities resulting from the retirement of employees of the Township.

A copy of said ordinance may be obtained from the Office of the Clerk of the Township during regular municipal office hours at Township Municipal Building, 66 Main Street, West Orange, in said County.

ORDINANCE NUMBER XXXX-24

**ORDINANCE OF THE TOWNSHIP OF WEST ORANGE, IN THE
COUNTY OF ESSEX, STATE OF NEW JERSEY PROVIDING FOR
A SPECIAL EMERGENCY APPROPRIATION IN AN AMOUNT
NOT TO EXCEED \$1,800,000 TO FUND CONTRACTUALLY
REQUIRED SEVERANCE LIABILITIES RESULTING FROM THE
RETIREMENT OF EMPLOYEES IN THE TOWNSHIP**

KAREN J. CARNEVALE, R.M.C.

TOWNSHIP OF WEST ORANGE

PUBLIC NOTICE

NOTICE OF THE DATE OF PASSAGE OF ORDINANCE

The ordinance, the title of which is published herewith, has been finally adopted by the Township Council of the Township of West Orange, in the County of Essex, State of New Jersey on November 25, 2024

The purpose of this ordinance is to authorize a special emergency appropriation in an amount not to exceed \$1,800,000 to fund the cost of contractually required severance liabilities resulting from the retirement of employees of the Township within the Township.

ORDINANCE NUMBER XXXX-24

**ORDINANCE OF THE TOWNSHIP OF WEST ORANGE, IN THE
COUNTY OF ESSEX, STATE OF NEW JERSEY PROVIDING FOR
A SPECIAL EMERGENCY APPROPRIATION IN AN AMOUNT
NOT TO EXCEED \$1,800,000 TO FUND CONTRACTUALLY
REQUIRED SEVERANCE LIABILITIES RESULTING FROM THE
RETIREMENT OF EMPLOYEES IN THE TOWNSHIP**

KAREN J. CARNEVALE, R.M.C.

CERTIFICATE OF INTRODUCTION

I, the undersigned Clerk of the Township of West Orange, in the County of Essex, State of New Jersey, DO HEREBY CERTIFY that the foregoing is an extract from the Minutes of a regular meeting of the governing body of the Township duly called and held on November 12, 2024 at 7:00 p.m., in said County, and that the following was the roll call:

Present:

Absent:

I FURTHER CERTIFY that the foregoing extract has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Township this 12th day of November, 2024.

(SEAL)

KAREN J. CARNEVALE, R.M.C.
Clerk of the Township of West Orange

CERTIFICATE OF FINAL ADOPTION

I, the undersigned Clerk of the Township of West Orange, in the County of Essex, State of New Jersey, DO HEREBY CERTIFY that the foregoing is an extract from the Minutes of a regular meeting of the governing body of the Township duly called and held on November 25, 2024 at 7:00 p.m., in said County, and that the following was the roll call:

Present:

Absent:

I FURTHER CERTIFY that the foregoing extract has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Township this 25th day of November, 2024.

(SEAL)

KAREN J. CARNEVALE, R.M.C.
Clerk of the Township of West Orange

CLERK'S CERTIFICATE

I, KAREN J. CARNEVALE, R.M.C., DO HEREBY CERTIFY that I am the Clerk of the Township of West Orange, in the County of Essex (the "Township"), a municipal corporation organized and existing under the laws of the State of New Jersey, and that as such I am duly authorized to execute and deliver this certificate on behalf of the Township. In such capacity, I have the responsibility to maintain the minutes of the meetings of the governing body of the Township and the records relative to all resolutions and ordinances of the Township. The representations made herein are based upon the records of the Township. I DO HEREBY FURTHER CERTIFY THAT:

(1) Attached hereto is the ordinance introduced on November 12, 2024, finally adopted on November 25, 2024 and approved by the Mayor on November 25, 2024.

(2) After introduction, the ordinance was published as required by applicable law on November 14, 2024 in the West Orange Chronicle.

(3) Following the passage of the ordinance on first reading, and at least seven (7) days prior to the final adoption thereof, I caused to be posted in the principal municipal building of the Township at the place where public notices are customarily posted, a copy or summary of said ordinance and a notice that copies of the ordinance would be made available to the members of the general public of the Township who requested copies, up to and including the time of further consideration of the ordinance by the governing body. Copies of the ordinance were made available to all who requested same.

(4) After final passage, the ordinance was duly published as required by law on December 5, 2024 in the West Orange Chronicle.

(5) The ordinance has not been amended, added to, altered or repealed and said ordinance is now in full force and effect.

(6) A certified copy of the ordinance has been filed with the Director of the Division of Local Government Services, New Jersey Department of Community Affairs.

(7) The official seal of the Township is the seal, an impression of which is affixed, imprinted or reproduced opposite my signature on this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed, imprinted or reproduced the official seal of the Township this XX day of XXXX 2024.

(SEAL)

KAREN J. CARNEVALE, R.M.C.
Clerk of the Township of West Orange

RESOLUTION

WHEREAS, El Patio Liquor Store, LLC t/a El Patio Liquor Store has made an application for a Place to Place (Extension of Premises) Transfer for the above-mentioned license; and

WHEREAS, the principal has been investigated by the Township Police Department with no impediments to an interest in an alcoholic beverage license; and

WHEREAS, due notice of the proposed transfer was published in the West Orange Chronicle on October 21, 2024 and October 28, 2024, appropriate fees have been paid by the applicant, and tax clearance for the transfer has been received; and

WHEREAS, a public hearing was conducted on November 12, 2024 and no one appeared in opposition thereto; and

NOW THEREFORE BE IT RESOLVED that the Township Council of the Township of West Orange hereby authorizes the Place to Place (Extension of Premises) Transfer of Plenary Retail Distribution License No. 0722-44-001-006, to El Patio Liquor Store, LLC t/a El Patio Liquor Store, 56 Main Street, West Orange, NJ 07052 and is hereby approved.

Karen J. Carnevale, R.M.C.
ABC Board Secretary/Municipal Clerk

Bill Rutherford, ABC Board Chairperson
Council President

Adopted: November 12, 2024

Effective: November 12, 2024