

RESOLUTION NO. 2015-160

A RESOLUTION AUTHORIZING AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES WITH PENNONI ASSOCIATES INC., HADDON HEIGHTS, NJ, IN CONNECTION WITH THE LANDIS AVENUE SIGNAL REPLACEMENT, IN AN AMOUNT NOT TO EXCEED \$142,630.00.

WHEREAS, there exists a need for Professional Engineering Services in connection with the Landis Avenue Signal Replacement; and

WHEREAS, the City of Vineland has a need to acquire such professional services as a Non-Fair and Open Contract pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of said services will exceed \$17,500.00; and

WHEREAS, Pennoni Associates Inc., Haddon Heights, NJ, has submitted a proposal indicating they will provide the professional services in an amount not to exceed \$142,630.00 for a period of one year from date of award; and

WHEREAS, Pennoni Associates Inc. has completed and submitted a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that Pennoni Associates Inc. has not made any reportable contributions to a political or candidate committee in the City of Vineland in the previous one year and that the contract will prohibit Pennoni Associates Inc. from making any reportable contributions through the term of the contract to a political or candidate committee in the City of Vineland; and

WHEREAS, the availability of funds for said Professional Services Contract to be awarded herein have been certified by the City Comptroller; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A:11-1, et seq) requires that the Resolution authorizing the award of contract for Professional Services without competitive bidding and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland as follows:

1. That the Mayor and Clerk are hereby authorized and directed to execute a Non-Fair and Open Agreement pursuant to N.J.S.A. 19:44A-20.5 with Pennoni Associates Inc., Haddon Heights, NJ, for Professional Engineering Services in connection with the Landis Avenue Signal Replacement, in an amount not to exceed \$142,630.00.
2. That this Agreement is awarded without competitive bidding as a Professional Services in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because said services to be rendered or performed require knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction distinguished from general academic instruction or apprenticeship and training.
3. That the Business Disclosure Entity Certification, the Political Contribution Disclosure Form and the Determination of Value be placed on file with the Resolution.
4. That a Notice of this action shall be printed once in the Daily Journal.

Adopted:

President of Council

ATTEST:

City Clerk

**REQUEST FOR RESOLUTION FOR CONTRACT AWARDS
UNDER 40A:11-5 EXCEPTIONS
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)**

3/30/15
(DATE)

1. Service (detailed description): The hardis Avenue Signals
Replacement

2. Amount to be Awarded: \$ 142,630.00

- Encumber Total Award
- Encumber by Supplemental Release



3. Amount Budgeted: \$ _____

4. Budgeted: By Ordinance No. 2012-40
Or Grant: Title & Year 021 - 0-00-00-0000- 2-5518201

5. **Account Number to be Charged: _____

6. Contract Period: _____

7. Date To Be Awarded: 4/14/15

8. Recommended Vendor and Address: Rennoni Associates
515 Grove St., Suite 1B
Haddon Heights, NJ 08035

9. Justification for Vendor Recommendation:(attach additional information for Council review)
Rennoni Associates have performed the survey and
design for the resurfacing project within the same
limits. The firm is uniquely qualified to perform
the work of this project.

- Non-Fair & Open (Pay-to-Play documents required)
- Fair & Open: How was RFP advertised? _____

10. Evaluation Performed by: DM

11. Approved by: Brian Myers
Brian Myers

12. Attachments:

- Awarding Proposal
- Other: _____

- Send copies to:
Purchasing Division
Business Administration

** If more than one account #, provide break down



PENNONI ASSOCIATES INC.
CONSULTING ENGINEERS

March 25, 2015

PROP 15-00836

Sent via Email and Overnight Mail

David J. Maillet, PE
Division of Engineering and Planning
City of Vineland
640 E. Wood Street
Vineland, NJ 08360

**RE: CITY OF VINELAND
PROPOSAL FOR PROFESSIONAL SERVICES
LANDIS AVENUE SIGNAL REPLACEMENT (PHASES 1 AND 2)**

Dear David:

Pennoni Associates (Pennoni) is pleased to submit our proposal for engineering services relating to the replacement and improvement of eleven (11) traffic signals on Landis Avenue from Myrtle Street to West Avenue. We appreciate the opportunity to assist you and we have developed the following scope of work:

SCOPE OF WORK

The scope of work for this assignment consists of engineering services for the development of contract plans and specifications for intersection improvements for the following eleven (11) intersections in the City of Vineland, Cumberland County:

Phase 1

- Landis Avenue and Myrtle Street
- Landis Avenue and East Avenue
- Landis Avenue and Eighth Street
- Landis Avenue and Seventh Street
- Landis Avenue and Sixth Street
- Landis Avenue and East Boulevard
- Landis Avenue and West Boulevard

Phase 2

- Landis Avenue and Fourth Street
- Landis Avenue and Third Street
- Landis Avenue and Second Street
- Landis Avenue and West Avenue

The design of the intersection improvements will be completed in two phases with a final PSE submission of the first seven (7) intersections on August 1, 2015 and submission of the remaining four (4) intersections on November 9, 2015. Pennoni understands that the intersection

improvements will include new signal poles and foundations, LED signals, Image Detection, GPS Controller Time Reference, and Battery Back-up Systems.

TASK 1 – PRE- DESIGN

Pennoni will develop a project schedule which will be submitted to the City of Vineland for review and approval. The schedule will identify project milestones and critical paths and Pennoni will provide progress reports to the City of Vineland every two weeks.

Pennoni will obtain the information necessary to ascertain the design parameters for the subject intersections from the traffic signal inventory being conducted by Urban Engineers, Inc. and through field investigation. The information will include field verified timing directives, existing signal equipment inventory, utility clearances and conflicts, and existing & electrical service points for the traffic signal controllers.

Pennoni will review the traffic data collected in 2013 by Greenman–Pederson Inc. at the project intersections. The information includes AM and PM peak hour turning movement data, bicycle and pedestrian data, and intersection sketches showing signal equipment, signing, and striping.

Pennoni will review the information contained in the Traffic Signal Improvement Recommendations Report prepared by Urban Engineers (draft anticipated April 30, 2015). The report will include recommendations on revised traffic signal timings and intersection coordination.

Pennoni will identify potential underground utility conflicts and overhead utilities and/or utility poles, which may need to be relocated as part of the project design. Pennoni will prepare a letter report outlining the utility concerns and identifying the respective utility businesses contacts.

Based on the review of available information Pennoni will prepare a Preliminary Engineers Report which outlines the design methodology and identified opportunities and potential issues related to the replacement of the traffic signals.

The utility letter report and the Preliminary Engineers Report will be submitted to the City of Vineland for review and consideration.

TASK 2 –BASE MAP VERIFICATION

Pennoni will utilize the survey and design plans design plans for the roadway resurfacing project as base mapping. Pennoni will field verify the base maps and supplement them through field measurements as necessary.

TASK 3 –FINAL DESIGN

Prior to the commencement of the design a meeting will be held with City of Vineland to discuss the Preliminary Engineers Report and information regarding the specific design standards that apply to this project.

Pennoni will develop an improvement program based on findings from inspection of the data and discussions with the City of Vineland. A letter report outlining the improvement program and recommendations will be submitted to the City of Vineland for review and consideration.

Pennoni will develop traffic signal plans, electrical plans, and timing plans for the project intersections. The traffic signal designs will be in accordance with State and Federal standards. For the purposes of this proposal, it is anticipated that street lighting will be replaced in kind and that no additional lighting design is necessary. If a lighting design is required a separate scope and fee will be provided. The plans will be on 24" x 36" sheets and prepared on Auto CAD (Version 2012) and conform to AASHTO and NJDOT Standards. Four (4) sets of preliminary design plans will be submitted to the City for review and approval.

Upon receipt of the complete preliminary design package, City of Vineland will review and comment, within a four-week period.

Comments generated upon review of the preliminary design package will be addressed and incorporated to create the final plans. Pennoni will prepare the final design package including the construction plans and documents required for the bidding of this project. The contract plans and bid documents is anticipated to include the following:

1. Title Sheet
2. Estimate of Quantities Sheet
3. Traffic Signal Plans
4. Traffic Signal Electrical Plans
5. Signing and Striping Plans
6. Timing Plans
7. Traffic Control and Detour Plans
8. Construction Details
9. Specifications and Bid Proposal Package
10. Detailed Engineers Estimate

The contract drawings and documents will include both existing and proposed information. The plans and specifications will clearly note items to be removed. Overhead utilities and/or utility poles, which may need to be relocated, will be field verified, discussed with the respective utility company, and a schedule developed for relocation. The contract documents will specify that disturbance to existing sidewalk, curb, landscaped areas and or road areas will be restored to the satisfaction of the City.

The supplementary specifications shall be written using the latest New Jersey Department of Transportation for Road and Bridge Construction as the base. The Specifications will include the "Supplementary Specifications for Federal Aid Projects" and the required "Federal Attachments".

Upon completion of the Final Design Package, four (4) sets of signed and sealed prints will be submitted to the City for Final Design submission. A CD-ROM containing the Auto CAD (Version 2012) files of the plans will also be submitted.

Pennoni will be responsible for obtaining the necessary design approval from the FHWA through the NJDOT Bureau of Local Aid and Development.

TASK 4 – PERMITTING AND/OR APPROVALS

Conrail/NJDOT Approvals

Pennoni anticipates that coordination with Conrail and NJDOT will be required for the signals at East Boulevard and West Boulevard for pre-emption. For the purposes of this proposal, we have assumed all signal work will occur outside of the railroad right-of-way. Pennoni will transmit traffic data and Synchro analysis (by others), applicable plans, documents and technical data for review by both the railroad and the NJDOT Diagnostic Team. Typically, the City will need to get an agreement with the railroad for the review of the proposed changes. The review fee for this agreement is dependent on the proposed work scope. At this time, we do not know the review fee for this agreement. Therefore, the City will be responsible for the agreement and fee. Upon completion of the agreement, the City can petition the NJDOT for review of the signals and obtain an order of approval.

MEETINGS

Pennoni will prepare for and attend the following meetings:

- Kick-Off Meeting
- Design Meeting (1)
- Stakeholder Meetings/Public Information Session (1)
- Design Review Meetings (2)
- NJDOT/FHWA Meeting (1)
- Conrail/NJDOT meeting (1)

Pennoni will prepare and present documents, such as display boards, handouts and other information necessary. We will prepare for and attend additional meetings as directed by the City on a time/material basis in accordance with our attached hourly rate schedule.

Status updates will be provided every two weeks to the City of Vineland via email. The status updates will describe tasks completed in the past two weeks, upcoming tasks, any delays that affect the schedule of the project, and any assistance that will be needed from the City or other stakeholders, in the coming weeks.

SCHEDULE

We are prepared to begin immediately upon your authorization. We will complete the project within the timeline as outlined in RFP with a final PSE submission of the first seven (7) intersections on August 1, 2015 and submission of the final PSE of the remaining four (4) intersections on November 9, 2015.

FEE

Pennoni will complete the professional services as identified in Tasks 1 through 4 for Project Phases 1 and 2 for a fee of \$142,630.00 broken down as follows:

Task 1 – Pre-Design	\$15,235.00
Task 2 – Base Map Verification	\$3,250.00
Task 3 – Final Design	\$120,755.00
Task 4 – Permitting and Approvals	\$3,390.00

BILLING AND PAYMENT

An invoice for professional services completed will be presented for payment on a monthly basis. Invoices are due upon receipt. The Client acknowledges that the method of billing and payment has been discussed in detail, that the terms agreed upon can only be changed by a written addendum agreed to by both parties, and that work may be stopped until payment is made in accordance with the agreement.

TERMS AND CONDITIONS

Pennoni's General Terms and Conditions (Form LE01) are attached hereto and are considered as part of this proposal. The client indicates by the execution of this proposal that they have reviewed and understand the General Terms and Conditions.

We thank you for the opportunity to offer our services to you. If you have any questions regarding this proposal, please feel free to contact us.

Please sign and return one copy of this letter by mail and one by fax to (856) 547-9174 as our notice to begin scheduling the work. We will begin upon receipt of a purchase order.

Please feel free to contact us with any questions.

Sincerely,

PENNONI ASSOCIATES INC.



Edward P. Guetens
Vice President



Kenneth J. Shine
Project Manager

Enclosure

Approved

Date