

RESOLUTION NO. 2015-_____

A RESOLUTION AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH CONSULTING ENGINEER SERVICES, SICKLERVILLE, NJ, FOR DESIGN SERVICES FOR RESURFACING OF LANDIS AVENUE (PHASES 3 AND 4), IN AN AMOUNT NOT TO EXCEED \$80,638.30.

WHEREAS, the City of Vineland has heretofore advertised for proposals for Professional Services for Design Services for Resurfacing of Landis Avenue (Phases 3 and 4) West Avenue to Coney Avenue and Moyer Street to Orchard Road; and

WHEREAS, the Requests were published on the City of Vineland's official newspaper and the City's website; and

WHEREAS, on July 9, 2015, three (3) proposals were received and referred to the City Engineer for tabulation, evaluation and recommendation; and

WHEREAS, the City Engineer has recommended that a contract for the required services be awarded to Consulting Engineer Services, Sicklerville, NJ based upon the proposal received, pursuant to a fair and open process; and

WHEREAS this contract is awarded in an amount not to exceed \$80,638.30 for specified services, for a contract period not exceed one year from date of award; 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 that said contract for Professional Services for Design Services for Resurfacing of Landis Avenue (Phases 3 and 4) West Avenue to Coney Avenue and Moyer Street to Orchard Road, be awarded to Consulting Engineer Services, Sicklerville, NJ based upon the proposal received, pursuant to a fair and open process, in the amount not to exceed \$80,638.30 for a contract period not exceed one year from date of award;

BE IT FURTHER RESOLVED that the award of contract authorized herein shall be subject to the approval of the State of New Jersey Department of Transportation.

Adopted:

President of Council

ATTEST:

City Clerk

Reid Wanda

Subject: FW: Landis Avenue Phases 3 and 4 RFP

From: Myers Brian
Sent: Monday, August 17, 2015 4:02 PM
To: Tonetta Richard
Cc: Maillet David J.
Subject: RE: Landis Avenue Phases 3 and 4 RFP

Rick –

We were programmed to receive up to \$100,000 for design services for this project from FHWA. The RFP process followed the process set forth by FHWA, which requires a proposal with the scope in it and a separate proposal that includes the cost.

After reviewing all the scope proposals and ranking the firms, CES was selected and the cost proposal was opened. The federal procurement process for RFPs allows negotiations at this point in the process. Therefore, this office met with CES to discuss details of their scope for the project as well as the intent of our scope. During this meeting, it was determined that a portion of their scope was not in complete alignment with what we needed based on our knowledge of the area. Therefore, CES had to revise the work hours for that area and revise their cost proposal to better match the City's needs.

Thanks,
Brian

<p>Brian N. Myers PE CME City Engineer City of Vineland 640 E. Wood Street Vineland, NJ 08362-1508</p> <p>Direct Tel: (856) 794-4000 ext 4091 Office Tel: (856) 794-4090 Office Fax: (856) 405-4606 Email: bmyers@vinelandcity.org</p>
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"We cannot solve problems with the same thinking we used when we created them" – Albert Einstein

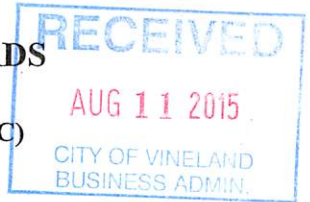
From: Tonetta Richard
Sent: Friday, August 14, 2015 4:01 PM
To: Myers Brian
Cc: Maillet David J.
Subject: Landis Avenue Phases 3 and 4 RFP

Brian,

A question arose regarding the increase in the proposal presented by CES for the above project. Can you please explain why the proposal increased from \$75, 703.18 to \$80,638.30? Was there information that was not readily available to CES through the RFP process? I did read your attachment "Award Justification" but I am not clear on why the increase occurred. It remains on the agenda, but I am sure this will be a question asked and I think the response should be attached to the documentation. Thanks

Richard P. Tonetta, Esq.
Solicitor, City of Vineland
640 E. Wood Street
P.O. Box 1508
Vineland, NJ 08362-1508
(856) 794-4000 Ext. 4600
Fax: (856) 405-4632
Email: rtonetta@vinelandcity.org

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



8/5/15
(DATE)

1. Service (detailed description): Landis Avenue Resurfacing Design: Phases 3 and 4

2. Amount to be Awarded: \$ 80,638.30

- Encumber Total Award
 Encumber by Supplemental Release

3. Amount Budgeted: \$ _____

4. Budgeted: By Ordinance No. _____
Or Grant: Title & Year _____

5. **Account Number to be Charged: to be determined, see attached

6. Contract Period: 1 year

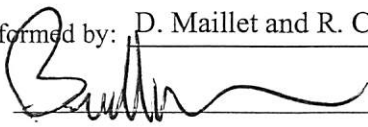
7. Date To Be Awarded: 8/25/15

8. Recommended Vendor and Address: Consulting Engineer Services
645 Berlin-Cross Keys Road, Suite 1, Sicklerv

9. Justification for Vendor Recommendation:(attach additional information for Council review)
see attached


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

10. Evaluation Performed by: D. Maillet and R. Caudill

11. Approved by: 
Brian N. Myers, City Engineer

12. Attachments:

- Awarding Proposal
 Other: Award Justification

- Send copies to:
Purchasing Division
Business Administration 

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

- Specific language to be included in the resolution is to be provided by the City Solicitor. This language shall:
 - Award the contract pending concurrence of the award by NJDOT. The Contract cannot be executed prior to receiving concurrence from NJDOT.
 - Address the issue concerning the Certificate of Availability of Funds
 - Allow execution of the Federal Aid Agreement by appropriate City officials, including the execution of modifications to the Agreement which do no impact the City financially

AWARD JUSTIFICATION

Resurfacing of Landis Avenue Design: Phases 3 and 4

This design contract is to be funded by the Federal Highway Administration (FHWA), as administered by the New Jersey Department of Transportation (NJDOT).

In accordance with Federal guidelines, our office advertised the Request for Proposals and received Technical and Cost proposals. After review of the Technical Proposals, Consulting Engineer Services (CES) ranked highest. Then, the cost proposal for CES was opened and reviewed.

Our office met with representatives of CES on Monday, August 3 to review the scope of services, ensuring that all needed activities were included, and to review how the understanding of the scope would affect the cost.

Pursuant to that meeting, CES submitted a revised cost proposal in the amount of \$80,638.30. Our office feels that this is a reasonable fee for the work anticipated.



consulting engineer services
Engineers, Planners, and Land Surveyors

Henry J. Haley, PE, PP, CME
President

Norman K. Rodgers, III, PE, PLS, CME
Vice President

Margaret Kullk, PLS
Vice President

August 4, 2015

David J. Maillet, P.E., Principal Engineer
City of Vineland - Division of Engineering and Planning
640 E. Wood Street
Vineland, NJ 08360

Steven M. Shriver
VP Business Development
Tony Lecane, Senior Associate
Marle Baaden, PE, Associate
Jay F. Sims, PE, PP, CME, Associate
Rosie Wolk, PE, CME, Associate

Michael R. Brown, PE, CME
Peter G. Burgess, PE, PLS, CME
Michael C. Dupras, MS
Alan J. Ippolito, PE, CME
William A. Ralston, PE, CME
John F. Witthohn, PE, CME
Paul A. Witthohn, PE

**Subject: REVISED COST PROPOSAL
Professional Design Services
Resurfacing of Landis Avenue – Phases 3 & 4
City of Vineland, Cumberland County, NJ**

Dear Mr. Maillet:

Thank you for the opportunity to meet with you on August 3, 2015 to discuss the Landis Avenue resurfacing project (Phases 3 and 4). During our meeting, the following clarifications and additions were made to the scope of work:

- Improvements within the Landis Avenue/West Avenue intersection and the Landis Avenue/Orchard Avenue intersection (including paving, curb ramps, etc.) will be included in other design phases and are not included in this project.
- The project will include construction of new sidewalk on the north and south sides of Landis Avenue within Phase 4 (where there is no existing sidewalk). This will require some additional survey data collection, and some additional design effort to include the new sidewalk on the design plans. Particular attention will be needed along the north side of the road where the existing residential properties are substantially lower than the roadway. We understand that the City does not want to acquire right-of-way (ROW) for the project; therefore, all efforts will be made to keep the embankment/fill slopes within the existing ROW. This may require that the design include steeper slopes (3:1 or 2:1 with stabilization matting) and small retaining walls if necessary.
- The project will include identification of all existing stormwater collection pipes within the project limits (pipe size, type, and inverts). It is our understanding that the City desires to replace all old storm pipes that may have exceeded their service life so that repairs are not necessary in the future following the resurfacing. We anticipate all pipes being replaced as part of this project, unless they are known to be newer concrete or iron pipes that are assumed to be in good condition. (CES will coordinate with the City during the design process to identify pipes to be replaced.) As discussed, there are no known drainage problems within the project limits, and the pipes will generally be

645 Berlin-Cross Keys Road, Suite 1, Sicklerville, NJ 08081
856-228-2200 Fax 856-232-2346 design@ces-1.com www.ces-1.com

NJ Certificate of Authorization #24GA2795700
2015 Proposals Vineland Landis Avenue Revised 8-4-15\cover letter.080415.doc

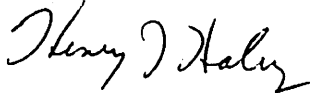
replaced with equivalent size pipes at equivalent slopes. Therefore, detailed analysis of the drainage areas, pipe capacity, and/or discharge points is not needed and is not within the scope of the project.

- A preliminary PS&E submission and a final PS&E submission must be made to NJDOT. Two copies will be required for each submission to NJDOT, and one copy to the City.

Based on the above clarifications and additions to the project scope, we have revised the cost proposal accordingly (see attached). The revised total fee for this project is \$80,638.30. As noted on the enclosed Cost Summary, the percentage of work to be performed by our DBE sub-consultant (Delaware Valley Data Collection) is now 14.56% of the project cost which exceeds the DBE goal of 12.49%.

We look forward to working with the City on this project. If further information is required, please contact me at your earliest convenience at (856) 228-2200.

Very truly yours,



Henry J. Haley, PE, PP
President

Enc. (4 copies)

Resurfacing of Landis Avenue - Phases 3 and 4

Consulting Engineer Services Cost Breakdown

Description/Tasks	Principal \$50.00	Project Manager \$39.20	Project Designer \$36.80	Sr Environ Scientist \$42.00	2-Person Survey Crew \$42.75	Survey Coordinator \$41.25	Prof/Land Surveyor \$35.00	Clerk \$20.55	Hours For/Item	Cost For/Item
Pre-Design Task										
1 Obtain & Review Available Plans and Documents			1.0	6.0					7.0	\$260.00
2 Project Schedule			2.0						2.0	\$78.40
3 Site Inspection			4.0	4.0					8.0	\$304.00
4 Pavement Investigation Coord			2.0						2.0	\$78.40
5 Confirm Design Methodology with City & Preliminary Engineer's Report			8.0						8.0	\$313.60
6 Coord / Corresp	2.0	2.0						2.0	6.0	\$219.50
Sub-Totals	2.0	19.0	10.0					2.0	33.0	\$1,253.90
Survey and Mapping Task										
1 Deed Research & Plottings				24.0			8.0		32.0	\$1,163.20
2 Recon, Locate Property Corners, Control					16.0	4.0			20.0	\$849.00
3 Set Baseline					8.0		4.0		12.0	\$482.00
4 Road Xsections & Util Down Measurements										
5 Util Verifications				6.0					6.0	\$220.80
6 Existing Base Plans, X-Secs, Topo, Utilities		2.0	36.0				4.0		42.0	\$1,543.20
7 Coord / Corresp	2.0	4.0					4.0	4.0	14.0	\$479.00
Sub-Totals	2.0	6.0	66.0		24.0	4.0	20.0	4.0	126.0	\$4,737.20
Design Task										
1 Improvement Program Report			8.0						8.0	\$313.60
2 Title Sheet		1.0	4.0						5.0	\$186.40
3 Estimate of Quantities		1.0	8.0						9.0	\$333.60
4 Typ Sections, Legend, Notes		2.0	8.0						10.0	\$372.80
5 Baseline Plan		1.0	6.0						7.0	\$260.00
6 Construction Plans (50% w/o qtys)		8.0	48.0						56.0	\$2,080.00
7 Profiles, X-Sections, Ties & Grades		24.0	48.0						72.0	\$2,707.20
8 Detailed Grading (I-Sects & Curb Ramps)		6.0	24.0						30.0	\$1,118.40
9 Signing & Striping		1.0	12.0						13.0	\$480.80
10 Soil Erosion & Sediment Control		1.0	8.0						9.0	\$333.60
11 Traffic Control & Detour Plans		4.0	24.0						28.0	\$1,040.00
12 Construction Details		1.0	12.0						13.0	\$480.80
13 Plan Quantities		8.0	20.0						28.0	\$971.20
14 Drainage Assessment		20.0							20.0	\$784.00
15 85% Final Plans (w/qtys)		12.0	24.0						36.0	\$1,353.60
16 Specifications		24.0							24.0	\$840.80
17 Cost Estimate		2.0	8.0						10.0	\$372.80
18 100% Plans, Specs, Estimate		8.0	16.0						24.0	\$902.40
19 Final Deliverables		2.0	4.0						6.0	\$225.60
20 Coord / Corresp	4.0	8.0						2.0	14.0	\$554.70
Sub-Totals	4.0	140.0	274.0					2.0	420.0	\$15,812.30
Permitting and Approvals Task										
1 HPO Request for Project Authorization		1.0		24.0					25.0	\$1,047.20
2 SCD Certification		4.0							4.0	\$156.80
3 Coordination / Correspondence	1.0	2.0		4.0				2.0	9.0	\$337.50
Sub-Totals	1.0	7.0		28.0				2.0	38.0	\$1,541.50
Meetings and Community Involvement										
1 Meeting Attendance & Minutes (8 meetings)		32.0							32.0	\$1,254.40
2 Color Exhibits/Handouts		1.0	12.0						13.0	\$480.80
3 Coordination / Correspondence	1.0	4.0						1.0	6.0	\$227.35
Sub-Totals	1.0	37.0	12.0					1.0	51.0	\$1,962.55

Resurfacing of Landis Avenue - Phases 3 and 4

Consulting Engineer Services Cost Breakdown

Description/Task	Principal \$50.00	Project Manager \$39.20	Project Designer \$36.80	Sr Environ Scientist \$42.00	2 Person Survey Crew \$42.75	Survey Coordinator \$41.25	Prof Land Surveyor \$35.00	Clerk \$20.55	Hours For Item	Cost For Item
Total Hours (by staff level)	10.0	209.0	362.0	28.0	24.0	4.0	20.0	11.0	668.0	
Total Cost (by staff level)	\$500.00	\$8,192.80	\$13,321.60	\$1,178.00	\$1,028.00	\$165.00		\$226.05		\$25,307.45
DIRECT LABOR:										\$25,307.45
+ OVERHEAD (123.7%):										\$31,305.32
SUBTOTAL:										\$56,612.77
+ PROFIT (10%):										\$5,661.27
SUBTOTAL:										\$62,274.04
DIRECT EXPENSES:										\$6,620.00
TOTAL:										\$68,894.04
DIRECT EXPENSES (for Phases 3 and 4)										
Pavement Investigation	\$2,600.00	(Sub-Consultant - 8 core samples and report)								
Plans	\$100.00	(Existing Conditions Plans, Baseline Plans, Deed Plottings to City - Assume 2 sets of 20 sheets)								
Plans	\$60.00	(Existing Conditions Plans to Util Companies - Assume 4 sets of 6 sheets)								
Plans	\$225.00	(50% Plans to City - Assume 1 set of 90 sheets)								
Color Exhibits/Handouts	\$200.00									
Plans	\$225.00	(85% Plans to City - Assume 1 set of 90 sheets)								
Reports	\$25.00	(85% Specs to City - 1 set)								
Plans	\$285.00	(Plans for SCS - Assume 1 set of 90 and 4 sets of 6)								
Plans	\$25.00	(Plans for HPO - Assume 1 set of 10)								
Plans	\$1,125.00	(Bid Plans to City - Assume 5 sets of 90 sheets)								
Plans	\$675.00	(Bid Plans to City - Assume 3 sets of 90 sheets, tabloid size)								
Reports	\$125.00	(Bid Specs to City - 5 sets)								
Plans	\$900.00	(Bid Plans to NJDOT - 2 sets for prelim PS&E, 2 sets for final PS&E, assume 90 sheets)								
Reports	\$50.00	(Bid Specs to NJDOT - 2 sets)								
CD	N/C	(CD's with final plans and ACAD files)								
TOTAL DIRECT EXPENSES:	\$6,620.00									

Resurfacing of Landis Avenue - Phases 3 and 4

Delaware Valley Data Collection Cost Breakdown

Description/Tasks		Survey Analyst \$45.50	2 Person Survey Crew \$68.00	Prof Land Surveyor \$56.75	Hours For Item	Cost For Item
Survey and Mapping Task						
1	Deed Research & Plottings					
2	Recon, Locate Property Corners, Control					
3	Set Baseline					
4	Road Xsections & Util Down Measurements	12.0	60.0	4.0		
5	Base Plans (X-Secs, Topo, Utilities)					\$4,853.00
6	Coord / Corresp					
	Sub-Totals	12.0	60.0	4.0		\$4,853.00
	Total Hours (by staff level)	12.0	60.0	4.0		
	Total Cost (by staff level)	\$546.00	\$4,080.00	\$227.00		\$4,853.00
						DIRECT LABOR: \$4,853.00
						+ OVERHEAD (120%): \$5,823.60
						SUBTOTAL: \$10,676.60
						+ PROFIT (10%): \$1,067.66
						SUBTOTAL: \$11,744.26
						DIRECT EXPENSES: \$0.00
						TOTAL: \$11,744.26

Resurfacing of Landis Avenue - Phases 3 and 4

Staffing Plan

		HOURS PER TASK					TOTAL HOURS
		Pre-Design Task	Survey and Mapping Task	Design Task	Permitting and Approvals Task	Meetings and Community Involvement	
Staff Name	Title	A	B	C	D	E	
Consulting Engineer Services, Inc.							
Norman Rodgers	Principal	2	2	4	1	1	10
Michael Brown	Project Manager	19	6	140	7	37	209
Jeffrey Clark	Project Designer	10	66	274	0	12	362
Michael Dupras	Sr Environ Scientist	0	0	0	28	0	28
Chris Green & Adam Baronet	2-Person Survey Crew	0	24	0	0	0	24
Tony Lecane	Survey Coordinator	0	4	0	0	0	4
Adam Grant	Prof Land Surveyor	0	20	0	0	0	20
Donna Hann	Clerk	2	4	2	2	1	11
		33	126	420	38	51	668
Delaware Valley Data Collection LLC (DBE Firm)							
Staff	Survey Analyst	0	12	0	0	0	12
Staff	2-Person Survey Crew	0	60	0	0	0	60
Michael Lamplugh	Prof Land Surveyor	0	4	0	0	0	4
		0	76	0	0	0	76
		33	202	420	38	51	744

Resurfacing of Landis Avenue - Phases 3 and 4

Staffing Plan with Cost

Staff Name	Title	Direct Labor Rate	Approved Overhead Rate	Fixed Fee (Profit)	HOURS PER TASK					TOTAL HOURS	TOTAL COST	PERCENT OF TOTAL COST
					Pre-Design Task A	Survey and Mapping Task B	Design Task C	Permitting and Approvals Task D	Meetings and Community Involvement E			
Consulting Engineer Services, Inc.												
Norman Rodgers	Principal	\$50.00	123.7%	10%	2	2	4	1	1	10	\$1,230.35	85.44%
Michael Brown	Project Manager	\$39.20	123.7%	10%	19	6	140	7	37	209	\$20,160.02	
Jeffrey Clark	Project Designer	\$36.80	123.7%	10%	10	66	274	0	12	362	\$32,780.46	
Michael Dupras	Sr Environ Scientist	\$42.00	123.7%	10%	0	0	0	28	0	28	\$2,893.78	
Chris Green & Adam Baronet	2-Person Survey Crew	\$42.75	123.7%	10%	0	24	0	0	0	24	\$2,524.68	
Tony Lecane	Survey Coordinator	\$41.25	123.7%	10%	0	4	0	0	0	4	\$406.02	
Adam Grant	Prof Land Surveyor	\$35.00	123.7%	10%	0	20	0	0	0	20	\$1,722.49	
Donna Hann	Clerk	\$20.55	123.7%	10%	2	4	2	2	1	11	\$556.24	
CES SUBTOTAL HOURS:					33	126	420	38	51	668	\$62,274.04	
CES SUBTOTAL COST:					\$3,085.47	\$11,656.83	\$38,909.33	\$3,793.17	\$4,829.25			
CES LABOR + OVERHEAD + PROFIT:											\$62,274.04	
CES DIRECT EXPENSES:											\$6,620.00	
CES TOTAL:											\$68,894.04	
Delaware Valley Data Collection LLC (DBE Firm)												
Staff	Survey Analyst	\$45.50	120.0%	10%	0	12	0	0	0	12	\$1,321.32	14.56%
Staff	2-Person Survey Crew	\$68.00	120.0%	10%	0	60	0	0	0	60	\$9,873.60	
Michael Lamplugh	Prof Land Surveyor	\$56.75	120.0%	10%	0	4	0	0	0	4	\$549.34	
DVDC SUBTOTAL HOURS:					0	76	0	0	0	76	\$11,744.26	
DVDC SUBTOTAL COST:					\$0.00	\$11,744.26	\$0.00	\$0.00	\$0.00			
DVDC LABOR + OVERHEAD + PROFIT:											\$11,744.26	
DVDC DIRECT EXPENSES:											\$0.00	
DVDC TOTAL:											\$11,744.26	
TOTAL:					33	202	420	38	51	744	\$80,638.30	100.00%

Resurfacing of Landis Avenue - Phases 3 and 4

Cost Summary by Task

	TOTAL COST PER TASK					DIRECT EXPENSES	TOTAL COST	PERCENT OF TOTAL COST
	Pre-Design Task	Survey and Mapping Task	Design Task	Permitting and Approvals Task	Meetings and Community Involvement			
COMPANY	A	B	C	D	E			
Consulting Engineer Services, Inc.	\$3,085.47	\$11,656.83	\$38,909.33	\$3,793.17	\$4,829.25	\$6,620.00	\$68,894.04	85.44%
Delaware Valley Data Collection LLC (DBE Firm)	\$0.00	\$11,744.26	\$0.00	\$0.00	\$0.00	\$0.00	\$11,744.26	14.56% *
TOTAL	\$3,085.47	\$23,401.09	\$38,909.33	\$3,793.17	\$4,829.25	\$6,620.00	\$80,638.30	100.00%

** NOTE: DBE/ESBE goal is 12.49% and 14.56% is provided*

REQUEST FOR PROPOSALS
DESIGN OF LANDIS AVENUE RESURFACING
PHASES 3 & 4
JULY 9, 2015



Engineer's Estimate: \$100,000.00

	CONSULTING ENGINEER SERVICES 645 BERLIN-CROSS KEYS ROAD SUITE 1 SICKLERVILLE, NJ 08081	PENNONI ASSOCIATES, INC. 3071 EAST CHESTNUT AVE. SUITE F-16 VINELAND, NJ 08361	REMINGTON & VERNICK ENGINEERS 232 KINGS HIGHWAY EAST HADDONFIELD, NJ 08033
Cost Proposal	YES	YES	YES
Acknowledgement Receipt of Addenda	N/A	N/A	N/A
Non-Collusion Affidavit	YES	YES	YES
Stockholder Disclosure	YES	YES	YES
Affirmative Action	YES	YES	YES
Business Registration Certificate	YES	YES	YES
Disclosure of Investment Activities In Iran	YES	YES	YES
W9	YES	YES	YES
TOTAL COST	\$75,703.18	\$114,659.23	\$201,200.00

Proposal packages also requested by:

ARH Associates
Churchill Consulting Engineers
Engineering Design Assoc.
Fralinger Engineering
IMS

Kupper, LLC
Hatch Mott MacDonald
Construction Journal

For Consultant Services for Resurfacing of Landis Ave. from West Ave. to Coney Ave. & from Moyer St. to Orchard Rd.